

Board of Selectmen's
Regular Meeting

Wednesday, March 5, 2014
7:30 PM - Town Hall

Present: First Selectman George Temple, Jeff Haney, Dave McKane, Joanne Pelton,
Administrative Assistant.

First Selectman George Temple called the meeting to order at 7:32.

The Girl Scouts present led the Pledge of Allegiance.

First Selectman George Temple introduced the Board of Selectmen.

Acceptance of Minutes

MOTION:

First Selectman George Temple moved to approve the following meeting minutes as presented
:

1. 2/11/14 Special Meeting
2. 2/12/14 Special Meeting (Budgets)
3. 2/18/14 Special Meeting (Budgets)
4. 2/19/14 Special Meeting (Budgets)
5. 2/19/14 Regular Meeting
6. 2/20/14 Special Meeting (Budgets)
7. 2/25/14 Special Meeting (Budgets)
8. 2/27/14 Special Meeting (Budgets)

The 2/11/14 Special Meeting minutes was seconded by Jeff Haney. 2 Ayes, 1 Abstention by Dave McKane. Motion carries.

The 2/12/14 Special Meeting (Budgets) was seconded by Jeff Haney. 2 Ayes, 1 Abstention by Dave McKane. Motion carries.

The 2/18/14 Special Meeting (Budgets) was seconded by Jeff Haney. 2 Ayes, 1 Abstention by Dave McKane. Motion carries.

The 2/19/14 Special Meeting (Budgets) was seconded by Jeff Haney. 2 Ayes, 1 Abstention by Dave McKane. Motion carries.

The 2/19/14 Regular Meeting was seconded by Jeff Haney. All 3Ayes. Motion carries.

The 2/20/14 Special Meeting (Budgets) was seconded by Dave McKane. All 3 Ayes. Motion carries.

The 2/25/14 Special Meeting (Budgets) was seconded by Dave McKane. 2 Ayes. 1 Abstention by Jeff Haney. Motion carries.

The 2/27/14 Special Meeting (Budgets) was seconded by Dave McKane. All 3 Ayes. Motion carries.

Amendment of Agenda

1. FY 2014-2015 Town Operating Budget – Approve and Forward to Board of Finance

MOTION:

Jeff Haney moved to amend the agenda to change Item #5 under New Business to read:

FY 2014-2015 Town Operating Budget – Approve and Forward to Board of Finance

This was seconded by Dave McKane. All 3 Ayes. Motion carries.

Appointments

1. Cultural Arts Commission – Appoint Karen Earley

MOTION:

First Selectman George Temple stated this item will not be taken up tonight due to the members of appointed boards shall be qualified electors of the town as in accordance with Section 8-2 (B) of the Town Charter.

Audience of Citizens

None.

New Business

1. Tetlak Parks Fields Committee Update

Glen Schumitz, Commissioner of the Tetlak Parks Fields Committee, gave a description of the committee and an update as to where the committee is now. New site plans have been drawn up and hopefully will get going once the snow is gone. There will be three phases. First phase will be a multi-purpose field, a flag football field, soccer field, and one for softball. Second phase will be for two basketball courts, and sand volleyball depending on the soil. These items will need to have the land leveled. A neighbor near the Tetlak Park donated equipment from his company to do the boring of the soil to determine what is there in the land. First Selectman George Temple noted to remember to acknowledge this person when signs are placed in the fields. Glen Schumitz stated that two of the members of the committee would be resigning. First Selectman Temple stated that when committee members resign, letters of resignation need to be sent to the Town Clerk. The committee is going to have a youth girl's softball field as its main use, but if adults need to use one of the fields, it can be used at one time. Question was raised if there were going to be lights on these fields, and the answer was no, not at this time, due to budget and finances. Some people have volunteered to help out and do some of the work, which is a big help. The committee has been getting pressure from the Lacrosse League to consider a field for Lacrosse. Weather is not cooperating right now. Power lines were discussed. It was suggested to see if the town could use the crushed stone that CL&P has put up there for the power line work. The committee can use

it for parking or the retaining area for the fields. Joanne Pelton will check with the Project Manager for CL&P. Dave McKane commented that as soon as the finances are together, try to get grants to help defray the cost. If it can be done in time for May, can have this in the Capital Budget. 66 acres of the 100 acres is for open space. The third phase is looking at opportunities for the sloping hills that are currently on the property. Some are 45° slopes.

2. Girl Scout Proclamation – Approve and Authorize First Selectman to Sign

MOTION:

First Selectman George Temple moved to approve the following Girl Scout Day Proclamation which celebrates 102 years of Girl Scouting and authorize the First Selectman to sign:

PROCLAMATION

WHEREAS, March 12, 2014, marks the 102nd anniversary of the Girl Scouts of the United States of America, which began in 1912 when Savannah, GA native Juliette Gordon Low gathered 18 girls to provide them the opportunity to develop physically, mentally, and spiritually;

WHEREAS, 1912 was also the year in which Girl Scouting started in the state of Connecticut;

WHEREAS, for more than 100 years, Girl Scouting has helped build millions of girls and women of courage, confidence, and character who act to make the world a better place; and,

WHEREAS, the Girl Scout Leadership Experience helps girls discover themselves and their values, connect with others, and take action to make the world a better place; and,

WHEREAS, through the dedication, time, and talent of volunteers of different backgrounds, abilities, and areas of expertise, Girl Scouts of Connecticut offers the Girl Scout Leadership Experience to nearly 44,000 girls in grades K-12 across the state of Connecticut; and,

WHEREAS, the Girl Scout Gold Award, the highest honor in Girl Scouting, requires girls to make a measurable and sustainable difference in their community, assess a need and design a solution, find the resources and support to make it happen, and complete the project;

WHEREAS, core programs around environmental stewardship, anti-bullying techniques, Science, Technology, Engineering and Math (STEM), and healthy living, help girls develop a solid foundation in leadership; and,

WHEREAS, today, more than 59 million American women are Girl Scout alumnae and 3.2 million girls and adult volunteers are active members;

NOW, THEREFORE, I, George Temple, by virtue of the authority vested in me as First Selectman of the Town of Oxford do hereby applaud the Girl Scouts of the United States of America for more than 100 years of leadership and expertise as the voice for and of girls, proudly proclaim **March 12, 2014, AS GIRL SCOUT DAY.**

This was seconded by Dave McKane. All 3Ayes. Motion carries.

3. Lily's Birthday Bash 5K and Fun Run – Approve

MOTION:

Dave McKane moved to approve the “Lily’s Birthday Bash 5K and Fun Run” which will take place on Saturday, July 19, 2014 from 8:00 AM to 1:00 PM and with a race route commencing at Great Oak Middle School, left onto Great Oak Road towards Hogsback Road, right onto Hogsback Road to the second entrance of Macintosh Drive, left onto Macintosh Drive, around the loop to Hogsback Road, right onto Hogsback Road, left onto Great Oak Road and ending at Great Oak Middle School with the following conditions to be submitted to the First Selectmen’s office:

- A. Written approval from the Board of Education for any use of Great Oak School
- B. Submittal of Proper Insurance Coverage
- C. Proof of Pomperaug District Department of Health approval if required
- D. Proof of appropriate restroom facilities
- E. Submittal of a list of all activities planned and approved by the Race Committee to the First Selectman’s Office
- F. Post a \$250.00 refundable bond with the Town to ensure all post-race cleanup

This was seconded by Jeff Haney. All 3 Ayes. Motion carries.

Discussion:

First Selectman George Temple stated that the \$250 fee is an arbitrary fee, but if it is adequately cleaned up, the town will refund the monies. The funds raised will go into a charity for Lily being held in a special fund in the Library account. First Selectman George Temple will be the announcer.

4. Town Wide Cleanup Project – Approve Resolution and Authorize First Selectman to Sign

MOTION:

Jeff Haney moved to approve the following Town Wide Cleanup *Resolution* and to authorize the First Selectman to sign:

Resolution for Town Wide Cleanup Month

WHEREAS, the Oxford Conservation Commission Inland Wetlands Agency has declared from April 1st through April 30th as Town Wide Cleanup Month, and;

WHEREAS, Town Wide Cleanup Month is celebrated annually to recommit to protect our flora and fauna and make Oxford a beautiful place to live, and;

WHEREAS, the Board of Selectmen of the Town of Oxford reaffirms its commitment to the goals and principles of Town Wide Cleanup Month in keeping with our goal to protect and make Oxford a beautiful place to live, and supports Town Wide Cleanup by:

1. Inviting and encouraging all citizens, businesses, organizations, schools, clubs, neighborhoods and families to participate in community Town Wide

Cleanup activities, and

2. By providing support through participation of Town Departments.

THEREFORE BE IT RESOLVED, that the Board of Selectmen of the Town of Oxford declare from April 1st through April 30th as **Town Wide Cleanup Month** and authorizes the Public Works Department to remain open until 5:00 PM on the last two (2) Saturday's of April.

This was seconded by Dave McKane. All 3 Ayes. Motion carries.

Discussion: This is contingent upon no snow being on the ground. There has not been a problem in the past keeping the Public Works Department open until 5 PM.

5. FY 2014-2015 Town Operating Budget – Approve and Forward to Board of Finance

MOTION:

Jeff Haney moved to approve the FY 2014-2015 Town Operating Budget, as presented, with total Municipal Expenditures of \$14,706,820 plus \$734,000 for Capital and Non-recurring Road Improvements, and to forward this matter to the Board of Finance. This was seconded by Dave McKane. All 3 Ayes. Motion carries.

Discussion:

First Selectman George Temple thanked everyone involved in the process, and we were forced to make choices that were hard to make. Thanks to Jim Hliva for his involvement. There is a total increase of \$102,510, which will be sent to the Board of Finance, a less than 1% increase. This amount is extremely fair and should pass through the Board of Finance.

First Selectman George Temple discussed the municipal expenditures, regarding financing and purchasing the following equipment: new fire engine for Riverside Fire House of \$656,000, this is a pumper which replaces the current one which is 25 years old next year, and is uninsurable. The Board totally recommends this. A new ambulance is needed for a cost of \$180,000. First Selectman George Temple will be meeting with the President of the Ambulance Associate regarding this. The town also needs a Volvo Front Loader for the Public Works Dept. for a cost of \$160,000. The town currently has one that works which is 15 years old, and 2 other ones that do not work. These are used for snow and also in the summer at the Public Works Department. Also needed are three new trucks for the Public Works Department. The town needs two new police cars, the current ones will be handed down. A Pick-up Truck for the Parks and Recreation Department for an amount of \$20,000. Other costs that are not determined yet are medical insurance, pension, ambulance and State Police costs. First Selectman Temple noted that we will have coverage for the town. The contingency surplus of \$250,000 will be left at the same amount. The Roads Commission is very important to keep Oxford moving forward, and would like to continue the progress made thus far. This will be a separate item on the ballot. A positive vote will provide for resurfacing and overlays

The Capital and Non-Recurring item will increase from \$634,000 to \$734,000.

The vehicles will be a lease purchase, not bonding, and interest rates are very low, 1.52%. It will give us the equipment we need now and we will pay for them over the next five years.

The Board of Selectmen feel we have to show financial restraints and have to keep the tax payers happy. Dave McKane commented that he wanted to thank Jim Hliva also for his work and that it was a collaborative effort, and Dave McKane supports it. It is the 13th budget that he has been involved in for the town.

First Selectman George Temple thanked both Jeff Haney and Dave McKane.

6. Capital Improvement Plan – Approve and Forward to Town Meeting

MOTION:

Jeff Haney moved to approve the FY 2014-2015 Capital Improvement Plan, as presented, and to forward this to a Town Meeting on Monday, March 10, 2014 at 7:00 PM as in accordance with Section 3-4 of the Town Charter. This was seconded by Dave McKane . All 3 Ayes. Motion carries.

Discussion:

The major project will be the Quaker Farms School Roof which is \$800,000 in the budget. It should be less, but it needs to be done. There is a big void space in the peak of the roof, and the Board wants to address this item to insure it doesn't freeze and reduce the cost for all the heat loss. The second project is a Library, for \$3,108,000, which will be a \$2.1 million bond. The Library Construction Committee is moving along on it, and the library will be located across from Great Oak School.

The third item is the Fire Truck, Ambulance, 2 Police cars, the Pick-up Truck for Parks and Recreation Dept., and the Public Works vehicles. All these totaling \$1,559,547 over a 5-year period, approximately \$300,000 per year.

The fourth item will be Phase 1 of the Assessor Re-evaluation. We are asking for half of the fee this year to help with the total cost for next year.

The next item is for a SCBA Fit Tester for the Fire Department. Currently, the one in use now is obsolete, and we are unable to get parts for it.

The sixth item is for new radios for the Police Department. We are having difficult with communication in different parts of town.

The next item is for wing plows for the Public Works Department, which will move snow on both sides of the road. We had borrowed two from the town of Morris last year.

Another item needed is a storage area for MRE which is climate controlled. The town has to have food and supplies for approximately 10% of the towns population in case there is a disaster. Also there is radio equipment there and the storage area is located by the Public Works Department, and it needs to be climate controlled.

We are also planning a garden at Great Oak School where the tennis courts are currently, and will be teaching students how to grow food and flowers from seeds, making compost, and other items. This will cost approximately \$25,000. The Superintendent of Schools and the staff at Great Oak School are very supportive of this effort.

Phase 1 of the Tetlak Park is budgeted for \$200,000.

Road Paving is approximately \$734,000. We will be starting on Christian Street as soon as the weather permits. This is a \$2.5 million project.

School Improvements including handicap sinks, security items for Center School, and a new chemical system for the pool at the High School.

Also some safety improvements at the High School fields. We have had some close calls with people and students getting hit with foul balls.

Superintendent Tim Connellan made a request to have window panes replaced at Quaker Farms School. The cost will be approximately \$20,000, the windows have the original glass and the insulation value is equal to a single pane glass. First Selectman Temple will meet with the Board of Education later in the week, to see if this can possibly be done with the roof project.

Items also needed for the schools are a boiler at Center School, and Asbestos Abatement. It was noted that this will finish off the lower area for asbestos abatement, and they still have other areas which will be done over a 3-5 year period. The school is inspected quarterly. A lengthy discussion held on both these items. The Board of Education will request these in their budget. Dave McKane stated there is time between now and Monday to talk about the plan in more detail. He stated that if and when the Center School ceases being a school, it will be used for something else. It was noted that the boiler is not reimbursable by the State. These items are all needed at some point. The Board of Education has a requirement to put the needs of the schools on the table under the Statute, so people in the town can understand what is needed. It should have been done before, the need exists and the town needs to deal with it.

All these items will be discussed at the Town Meeting on Monday.

7. Pay Rate Increase for Municipal Agent – Approve

MOTION:

Jeff Haney moved to approve the salary increase for the Municipal Agent from \$168.11 per week to \$191.75 per week, which is an annual increase of \$1,500.00, upon approval by the Board of Finance. This was seconded by Dave McKane. All 3 Ayes. Motion carries.

Discussion: The annual increase does need to get Board of Finance Approval. First Selectman George Temple would like some sort of report, either a report to the Elderly Commission or the Board of Selectmen. He will take the report matter up at a later date.

8. Pay Rate Increase for Two Part-Time Seasonal Public Works Employees – Approve

MOTION:

Jeff Haney moved to approve the salary increase for part-time snow plow drivers with more than one year of experience be increased from \$17.00 per hour to \$20.00 per hour. This was seconded by Dave McKane. All 3 Ayes. Motion carries.

Discussion: Dave McKane would like to amend the motion to include when the part-time help is assisting the mechanic, they would get \$0.50 more for a rate of \$20.50; they are getting less than

the regular snow plow driver's and these individuals get no benefits. These part-timers have not gotten a raise in 6 years.

Unanimous to change the rate per hour to \$20.50.

9. Report of First Selectman

First Selectman George Temple stated that it was his understanding that the Oxford House will be ready by St. Patrick's Day, and will be an Irish Pub and Bakery. It will be a very good addition to the Town of Oxford. The building is over 200 years old, and will keep its architecture integrity. First Selectman Temple will be meeting with the representatives from Masonic Care facility who have bought property near the Oxford Greens. They will be having a pilot program discussion with the town.

We are working on a project with Haynes for the Town Center.

The Economic Development Committee have been meeting with various people for the Power Plant. The G.E. affiliate contract expires on April 14th.

There will be a March 10th Town budget meeting and a Dinner meeting at Brookside Inn. Jeff Haney has been nominated for a Civic Award for all of the time he puts in for the Town of Oxford.

Audience of Citizens

Amy Cote, 42 Newgate Road, would like to request a detailed line item with the Board of Education's budget and the dollar amounts. Jim Hliva will give a copy to Amy after the meeting. She commented that there are no specs yet to start the process for Center School, and will take a lot longer than two years. The boiler will not get recertified. First Selectman George Temple stated he appreciated her support, and sometimes the town has to make some hard decisions. It is a town meeting, and the town can change it.

Ann Krane, 411 Mulligan Drive, wanted to reconfirm the interest rate of 1.52% for the purchase lease. She asked about the percentage for borrowing. To have a bond issue would be .75% plus administrative costs. She also questioned the list of non-union people getting a 3% increase, and why were the snow plowers not on this list. It was noted that these individuals are "seasonal" employees. The other part-time non-union employees are regular employees that have hours each week. These people are called just when needed during a storm. She also questioned that at the September 2013 Town Meeting, there was approval for a truck with a plow and sander for \$129,272. Did the Town get this truck? Dave McKane said it was purchased but has not been delivered yet. It sometimes takes up to a year before the vehicle gets here. She questioned the \$734,000 non recurring items, and if it is included in the budget. The budget is \$14 million, plus \$734,000 for capital. It is a separate item. She questioned if the pool at the high school is under warranty. The current system in place now doesn't work for our pool. It was a bad design. She also stated she supports including the windows while replacing the roof.

Amy Cote stated that charges are already incorporated into the schools upgrade and they are getting a specific reimbursement for the roof. It would change the scope of the plan.

Nil Guillet, 2 Douglas Drive, questioned the item about the wing plows. Thought they were for double access road, and will the town be driving down the wrong side of the road to use them. Dave McKane stated they are used to push the snow bank further. Mr. Guillet stated the town is looking to spend a lot of money, why not hire a Public Works Director. He stated there is a pot hole at the end of Riggs Street and Rt. 67 that has been patched over and over for 12 years, why is it only repaired? It was noted that the pot hole is on a State road, so the State is responsible. The State has been put on notice. Several comments were made on other roads in town. First Selectman George Temple asked if Mr. Guillet would like to be on the Roads Commission. His answer was no, he is retired now. Mr. Guillet questioned Jeff Haney about a cottage permit. Jeff Haney stated it was for "Christmas on Chestnut," which sold some wreaths and Christmas items, and other seasonal items. He has a license and permit.

Dave McKane questioned if the Haynes Town Center project is in compliance, which needed to have a slab in by the end of June, and if that is on target. First Selectman Temple is not sure if it is on time, it was part of the agreement for the schedule of events to regrade and have a slab down 12 months later.

Dave McKane asked about the Masonic Home Project, if in lieu of taxes, have they thought or considered the 40 acres around Towanic Pond being used as a recreational area to be used by the public, and asked if the Pond was included with the property. First Selectman Temple will be talking with Masonic Home tomorrow, and stated it would be a nice thing to do.

Adjournment

MOTION:

First Selectman George Temple moved to adjourn the meeting at 9:35 PM. This was seconded by Dave McKane. All 3 Ayes. Motion Carries.

Respectfully submitted,



Lynda Romanowski
Clerk, Board of Selectmen

14 MAR 10 PM 5:33
TOWNIC, CT
Margaret A. West
TOWN CLERK