

**Board of Selectmen's  
Regular Meeting**

**Wednesday, March 15, 2017**  
**7:30 PM - Town Hall**

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

Present: First Selectman George Temple, Selectman Jeff Haney, Selectman Kathy Johnson, Joanne Pelton, Administrative Assistant.

**ACCEPTANCE OF MINUTES**

**MOTION:**

Jeff Haney moved to *table* approving the 2/14/17, 2/15/17, 2/21/17, 2/28/17 and the 3/1/17 Budget Meeting minutes. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

**6. 3/1/17 Regular Meeting**

**MOTION:**

Kathy Johnson moved to approve the 3/1/17 Regular Meeting minutes as presented. This was seconded by First Selectman George Temple. All 2 Ayes. One abstention by Jeff Haney. Motion carries.

**7. 3/7/17 Special Meeting**

**MOTION:**

Jeff Haney moved to approve the 3/7/17 Special Meeting minutes as presented. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

## **AMENDMENT OF AGENDA**

### **MOTION:**

First Selectman George Temple moved to amend the agenda to add under Appointments, John Kerwin as an Alternate to the Planning & Zoning Board. This was seconded by Jeff Haney. All 3 Ayes.

### **MOTION:**

First Selectmen moved to amend the Agenda to add under Appointments, Mckenzie Macchio as an Alternate to the Planning & Zoning Board. This was seconded by Jeff Haney. All 3 Ayes.

## **APPOINTMENTS**

### **MOTION:**

Jeff Haney moved to appoint John Kerwin as an alternate to the Planning & Zoning Board with a term to commence immediately and expire on December 31, 2017. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

### **MOTION:**

Jeff Haney moved to appoint Mckenzie Macchio as an alternate to the Planning & Zoning Committee with a term to commence immediately and expire on December 31, 2017. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

## **NEW BUSINESS**

### **1. Certificate of Appreciation Presentation**

First Selectman George Temple presented Debbie Gatto a certificate of Appreciation for all of the years as Director of Parks & Recreation. First Selectman thanked Debbie for all her work and appreciates all Debbie has done and that she has been very innovative over the years.

Debbie Gatto thanked the Board of Selectmen and stated she loved working for the Town of Oxford.

We will miss Debbie Gatto very much.

**2. 2016 Grand List Tax Abatements – Approve**

**MOTION:**

Jeff Haney moved to approve the following 2016 Grand List Tax Abatements and recommended by the Tax Assessor in her letter dated 3/1/17 and to accept #1 - #6 as written on the agenda:

1. **BPSIS, LLC** 90 Donovan Rd., Real Estate assessment \$568,300. This qualifies for Real Estate Abatement Program B, Year 3, abatement of 10% on taxes.
2. **Soiltesting, Inc.,** C/O James DeAngelis, Personal Property is assessed at \$611,820. Prior Assessment was \$276,170, \$335,650 qualifies for Personal Property Abatement Program A, Year 3, abatement of 10% on taxes.
3. **Corporate Home Contracting LLC.** 451 Oxford Road. Real Estate assessment of \$249,400. This qualifies for Real Estate Abatement Program A, year 1, abatement 25% on taxes.
4. **ENTREPOT-BUI LLC** 7 Fox Hollow Rd. Real Estate assessment \$2,010,400. This assessment reflects an addition of \$155,500 due to improvement to the property for 2015 Grand List which qualifies for Real Estate Abatement Program A, year 2, abatement of 20% on taxes for the addition.
5. **WT Reality, LLC** 321 Riggs Street. Real Estate assessment \$777,100. This qualifies for Real Estate Abatement Program B, year 2, abatement of 20% on taxes.
6. **Kovacs Construction Corp.** C/O Wanda McGarry. Personal Property is assessed for \$330,920. This qualifies for Personal Property Abatement Program A, Year 1, 25% on taxes.

This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

Discussion: First Selectman George Temple did discuss this item with Jim Hliva and there are no problems here.

**3. Establish the Oxford Main Street Project, Approve Charge and Appoint Members**

**MOTION:**

Jeff Haney moved to establish the Oxford Main Street Project Committee and approve the following Charge:

### Oxford Main Street Project Committee

To evaluate, plan, make relevant decisions and coordinate the process and projects for the Oxford Main Street Project. The project will include several projects along Route 67 and the Municipal Center, some of which include the Little River Walkway, Riverside Walkway, Center School Designation, Bridle Path Extension, among other things.

Responsibilities shall include but are not limited to consulting with architects, general contractors, engineers, citizens, business owners and the various relative municipal departments, including the grant department for various funding opportunities and responsibilities. The Oxford Main Street Project Committee (OMSPC) will work under the direction of the Oxford Board of Selectmen. The OMSPC will keep the First Selectman, George R. Temple, the Oxford Board of Selectmen and any necessary boards informed on the progress of the various projects. The OMSPC will prepare agendas and minutes of all their meetings in accordance with the Town Charter.

This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

Discussion: This is a fruition of something that First Selectman Temple has wanted to do for years to establish a downtown presence in Oxford. This includes a walkway from Pies & Pints to Brookside Restaurant. It is an extension of what is going to be done at the Haynes project. We will have park benches there and lamp lights, and would like sidewalks all through it and will have a "downtown" feel in Oxford. We have applied for a grant through the NVCOG. This is a good group and there has been a lot of support from them. Jeff Haney agrees with this. Jeff Haney agrees with this and other towns in the area have done it and people in those towns use it. Kathy Johnson stated this will be a wonderful thing and will feel like we have a center of town in Oxford. This wish will come true for the people of Oxford that have wanted this.

### **MOTION:**

Jeff Haney moved to appoint the following members to the Oxford Main Street Project Committee:

Robbi Costigan, of 300 Chestnut Tree Hill Road  
Tanya Carver, of 1 Old Moose Hill Road  
Herman Schuler, of 125 Meadow Brook Road  
Patrick Cocchiarella, of 137 Governor's Hill Road  
Andrew McGeever, of 204 Flag Stick Court  
Kathy Johnson, of 68 Dorman Road  
Kathleen O'Neil, of 433 Chestnut Tree Hill Road  
Non-Voting Consultant – Brian Miller, Town Planner

This was seconded by First Selectman George Temple. Kathy Johnson recused herself since she is on the list of members. All 2 Ayes. 1 Recusal by Kathy Johnson. Motion carries.

**4. Oxford Fair Housing Policy Statement – Re-Approve and Authorize First Selectman to Sign**

**MOTION:**

Jeff Haney moved to re-approve the Oxford Fair Housing Policy Statement (Attachment A) and to authorize the First Selectman to sign; as presented and recommended in the Grant Writer's letter dated 3/8/17. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

Discussion: First Selectman George Temple stated this is in-fact how the town is going to run.

**5. Oxford's Action Policy Statement – Re-Approve and Authorize First Selectman to Sign**

**MOTION:**

Jeff Haney moved to re-approve Oxford's Action Policy Statement (Attachment B) and to authorize the First Selectman to sign; as presented and recommended in the Grant Writer's letter dated 3/8/17. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

Discussion: First Selectman George Temple stated he believes the town will follow this policy to a "T".

**6. Dad's Food Truck Peddler's Permit Application – Approve**

*No action on this matter*

**7. Tax Refunds**

**MOTION:**

Jeff Haney moved to approve the tax refunds, totaling \$48,957.52, as presented recommended by the Tax Collector in her letter dated 3/10/17 and to authorize two signatures. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

Discussion: These were for overpayments.

**8. FY 2016 – 2017 Transfer Requests**

**MOTION:**

Jeff Haney moved to remove this matter from the table. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

**MOTION:**

Jeff Haney moved to approve the FY 2016 – 2017 transfer requests (Attachment C). This was seconded by Kathy Johnson.

Discussion: There was a request for \$1,010 from Margaret West, but was not noted where to get this amount from. First Selectman George Temple stated to use the Fund Surplus as the source.

**MOTION:**

Jeff Haney moved to approve the FY 2016 – 2017 transfer requests (Attachment C) and use the Fund Surplus as the source. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries. This will be forwarded to the Board of Finance.

**9. Peddler's Permit Ordinance – Discuss and Send to Town Counsel for Review**

Discussion was held regarding businesses going to homes in Oxford to solicit their business. First Selectman George Temple stated his concerns. Certain areas in town do not allow solicitation, and they would not be allowed to go there anyway. Jeff Haney stated that according to our regulations Chapter 110, they need to have permission from the Board of Selectmen. Safety concerns were noted. First Selectman George Temple stated that he would like to limit the time, i.e., before sundown for Peddler's. First Selectman Temple believes it should be for a limited time, and that he has some liability concerns, i.e. if a dog bites the salesperson. Jeff Haney gave his concerns, but does not want to stop it 100%, but would like to see some time frame on it. First Selectman Temple will have the Town Counsel take a look at this.

**MOTION:**

Jeff Haney moved to table Item #9 and have it reviewed by Town Counsel. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

**10. Report of First Selectman**

- a) Friends of the Library are asking people to buy a brick to be placed on our new 8700 square foot Oxford Library on Great Hill Road. The price for the brick will be \$100. If you would like an 8 X 8 brick with 6 lines of engraving, the cost is \$200.
- b) First Selectman George Temple received a notice from Arlington National Cemetery as to the location where Howard Belinski has been interned. This location is right near the Tomb of the Unknown Soldier.
- c) First Selectman George Temple stated he went up to Hartford to ask to have Route 67 in Oxford be named in honor of Howard Belinski. He was worthy of this, and the town is willing to pay for the signage.
- d) The storm was yesterday and thanked everyone for staying off the roads. Public Works did an excellent job. We had one line that was down on Towner Lane, but no loss of power at all. The town did have a fire at the height of the storm at the new restaurant Rolando's. All of our fire departments were all manned and ready. We had the police there, and also the Seymour Fire Department.
- e) We are losing Debbie Gatto as Park & Recreation Director. Interviews are being conducted.
- f) First Selectman George Temple would like also to see a Manager in the Library and be someone with a business background and management skills for the new Library. We will be having extended hours for the new Library and asked the Board of Selectmen to give this some thought.
- g) St. Patrick's Day is Friday and there will be green beer across the street.

**AMENDMENTS**

None.

**AUDIENCE OF CITIZENS**


None.


**ADJOURNMENT**

**MOTION:**

First Selectman George Temple asked if there was a motion to adjourn the meeting. Jeff Haney so moved to adjourn at 8:15 PM. All 3 Ayes. Motion carries.

Respectfully submitted,

  
Lynda Romanowski, Clerk  
Board of Selectmen

17 MAR 21 PM 4:46  
TOWN OF OXFORD, CT  
  
TOWN CLERK





TOWN OF OXFORD  
George R. Temple  
First Selectman

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298  
Phone: (203) 888-2543 ext. 3012 Fax: (203) 888-2136  
E-mail: selectmen@oxford-ct.gov

*Office of the First Selectman*

### AFFIRMATIVE ACTION POLICY STATEMENT

As First Selectman of the Town of Oxford, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of Oxford's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 32, 1975, and Executive Order 9 signed by Governor William A. O'Neill on January 3, 1984, I further state that this Town of Oxford will comply with the anti-discrimination provisions of the State and Federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the Town of Oxford will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town of Oxford will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town of Oxford to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of Oxford will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations, executive orders listed below: 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246 amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64), Discrimination against Criminal Offenders (46a-80), Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51), definition of Physically Disabled (46a-51 (15), definition of Mentally Retarded (46a-51 (13), cooperation with the Commission of Human Rights AND Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title 1 of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Town of Oxford employees and will also be posted through the Town of Oxford. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Town of Oxford will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Kathleen O'Neil, Oxford Grant Administrator/Writer, (203) 888-2543 x3067.

Date \_\_\_\_\_

George R. Temple  
Oxford First Selectman



## TOWN OF OXFORD

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298

### Fair Housing Policy Statement

It is the policy of the Town of Oxford to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by this Town of Oxford must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of Oxford or any of sub-recipient of the Town of Oxford will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of Oxford.

Complaints pertaining to discrimination in any program funded or administered by this Town of Oxford may be filed with the First Selectman's Office. The municipality's grievance Procedure will be utilized in these cases.

Complaints may also be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 with 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party had not assigned a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all Town of Oxford employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of Oxford.

Revised 3/15/17

Date \_\_\_\_\_

George R. Temple, First Selectman

**THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting George Temple, 486 Oxford Road, Oxford, CT 06478 (203) 888-2543.**

REQUEST FOR TRANSFER			Transfer number
To:	Board of Selectmen	Date	June 16, 2014
From:	Deborah A. S.		
Re:	Budget Line Item Transfer		
	ACCOUNT NUMBER	TITLE	AMOUNT
To:			
From:			
From:			
From:			
From:			
From:			
Explanation:			
ACTION			
Department Head Signature		Date	June 16, 2014
Board of Selectmen action		Date	



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	SHIPPED	B/O					
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100	100			LHS CODE CHARGE	0.40/EA	0.40	40.00
3000	3000			ADK ELECTION ABSENTEE BALLOTS FOR 2/28/17 SPCL ELECTION ADK ELECTION I OFFICIAL BALLOTS (POLL BALLOTS)	0.30/EA	0.30	900.00
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E = Destroyed - Temporary out of stock

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