

**Board of Selectmen's  
Regular Meeting**

**Wednesday, June 7, 2017**  
**7:30 PM - Town Hall**

The meeting was called to order by First Selectman George Temple at 7:32 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**

**1. 5/17/17 Regular Meeting**

**MOTION:**

Jeff Haney moved to approve the 5/17/17 Regular Meeting minutes as presented. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

**2. 5/30/17 Special Meeting**

**MOTION:**

Jeff Haney moved to approve the 5/30/17 Special Meeting minutes as presented. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

**AMENDMENT OF AGENDA**

Jeff Haney moved to amend the agenda to add Hire Park and Recreation summer help as item number one and remove Presentation by Oxford Cadette Girls Scouts Proposed Improvements to Back Parking Lot at Town Hall and keep Report of First Selectman as item number 12 as stated. This was seconded by Kathy Johnson. All 3 Ayes. Motion carries.

**APPOINTMENTS**

**NEW BUSINESS**

**1. Hire Lauryn Tuttle as Park and Recreation Summer Help**

**MOTION:**

Jeff Haney moved to hire Lauryn Tuttle as Park and Recreation summer help. This was seconded by Kathy Johnson.

Discussion: First Selectman George Temple said he was asked to find a young lady to work in the summer because we needed one more girl to work in the recreation camp because we were one short and Lauryn is here now and he is sure she will do a good job.

All 3 Ayes. Motion carries

**2. Oxford Agriculture Advisory Committee Farmer's Market Peddler's Permit – Approve and Waiver Permit Fee**

**MOTION:**

Jeff Haney moved to approve the Oxford Agriculture Advisory Committee's Peddler's Permit to hold a Farmer's Market at Oxford Center School on Saturday's beginning on July 1, 2017 through October 28, 2017 from 9:00 AM – 3:00 PM as presented and to waive the Peddler's Permit fee as requested. This was seconded by Kathy Johnson.

Discussion: First Selectman George Temple said this group was put together approximately 3 years ago and since Oxford is, and a lot of residents identify Oxford as, a rural community, it is a good idea to have an Agricultural Advisory Committee. They do a good job and this Saturday they are going to be at the middle school working on the gardens. I support this.

All 3 Ayes. Motion carries.

**3. Approve Salary Increases for Non-Union Employees**

**MOTION:**

Jeff Haney moved to approve a salary increase for all part-time & full-time non-union employees effective July 1, 2017 (attachment A). This was seconded by Kathy Johnson.

**MOTION:**

Jeff Haney moved to approve the salary increase for all part-time and full-time non-union

employee's contingent upon the passage by the board of selectman of the personnel policy regulations. This was seconded by Kathy Johnson.

Discussion: George Temple recused himself from item #1. Jeff Haney recused himself from item #14. The Board of Selectman reviewed and discussed each position, salary and wage increase with Finance Director, Administrative Assistant and the Town Clerk.

All Ayes. Motion carries

4. **Approve Hiring of Capital Regional Educational Council for Closeout of High School**

**MOTION:**

Jeff Haney moved to approve the hiring of Capital Regional Educational Council for the closeout of the high school and to approve the following Resolution:

**RESOLVED**, that the Board of Selectmen accepts the proposal from the Capital Regional Educational Council (CREC) for the closeout of the Oxford High School and recommends funding to be forwarded to the Board of Finance in the amount of \$37,000, and to authorize the George R. Temple, as First Selectman, to sign the contract after Town Counsel approval and approval of funding.

This was seconded by Kathy Johnson.

Discussion: Jim Hliva, Finance Director, stated that the Board of Education had to close out the Oxford High School project a month ago so they could get a grant for the new school. In doing so it was found that a lot of the records are incomplete or missing. The state will be doing an audit on the project, the fear is that they may declare a lot of items ineligible because we don't have the proper paper work. Capital Regional Educational Council (CREC) has a construction management division and this is what they do for all the municipalities in the Hartford area and other municipalities around the state. They deal with the state auditors on a daily basis and they know what to look for in the audits. They have dealt with our architect and our construction manager so they can go back and reconstruct the missing records so we can get every dollar the town is entitled to. Jeff Haney asked how much the dollar amount was and Jim Hliva said it could be as high as \$3 million dollars. Jeff Haney, Kathy Johnson and First Selectman Temple agreed that it would be money well spent. First Selectman Temple stated that he had been trying to get this done for 5 years and finally got a response from other boards in town, and feels "we owe it to the tax payers to get every dime we can get".

All 3 Ayes. Motion carries.

**5. Repeal Section 32.130 ESTABLISHMENT of the Elderly Commission Ordinance**

**MOTION:**

Jeff Haney moved to *repeal* the following Section 32.130 ESTABLISHMENT of the Elderly Commission Ordinance:

There shall continue to be a commission on services for the elderly persons consisting of six members. The Board of Selectmen shall continue the current membership of the Commission serving as of the town meeting sate that this subchapter is passed and shall biennially appoint three members for terms of four years each.

This was seconded by Kathy Johnson. This will be forwarded to a Town Meeting.

Discussion: First Selectman George Temple said we need to do this to establish a new ordinance that allows us to have 7 members instead of 6. This will have to be scheduled to be done at a town meeting. Kathy Johnson wanted to make sure that it doesn't mean the members can't be replaced later on down the road. First Selectman Temple stated that it only means that we will have 7 which was a request by some of the members that we only have females and they would like a male representative.

All 3 Ayes. Motion carries

**6. Replace Section 32.130 ESTABLISHMENT of the Elderly Commission Ordinance and Schedule Town Meeting**

**MOTION:**

Jeff Haney moved to *replace* Section 32.130 ESTABLISHMENT of the Elderly Commission Ordinance with the following:

There shall continue to be a commission on services for the elderly persons consisting of seven members. The Board of Selectmen shall continue the current membership of the Commission serving as of the town meeting sate that this subchapter is passed and shall biennially appoint three members for terms of four years each.

This was seconded by Kathy Johnson. This will be forwarded to a Town Meeting.

Discussion: First Selectman George Temple reiterated that all we are doing with this is allowing 7 members on the committee instead of 6, then we will have to appoint him once we get this passed by town meeting.

All 3 Ayes. Motion carries

**7. Sunshine Kids Annual Ride 2017 – Approve Oxford Road Route and Authorize**

**First Selectman to Sign Letter of Approval**

**MOTION:**

Jeff Haney moved to approve the use of Route 42, Route 67 and Route 188 through the Town of Oxford, on Sunday, October 1, 2017, approximately between 11:00 AM – 11:30 AM, for the annual Sunshine Kids Motorcycle Ride to benefit the Sunshine Kids Organization and authorize the First Selectman to sign the Letter of Approval for the Connecticut Department of Transportation Special Event Permit. This was seconded by Kathy Johnson.

Discussion: First Selectman Temple stated that this is a fund raiser for children with cancer and it is something we do for them every year and he supports this.

All 3 Ayes. Motion Carries.

**8. Hire Town Hall Summer Help**

**MOTION:**

Jeff Haney moved to hire Kyle Chudoba, of 27 Ancient Highway, as Town Hall Summer Help, at a pay rate of \$10.51 per hour, effective Tuesday, May 30, 2017. This was seconded by Kathy Johnson.

Discussion: First Selectman Temple explained that we needed him right away, Jeff Haney knows him and said he is a "great kid".

All 3 Ayes. Motion carries.

**9. Hire Part-Time Library Circulation Clerk**

**MOTION:**

Jeff Haney moved to hire Mary Freeman, of 145 Chestnut Tree Hill Road, as a Part-Time Library Circulation Clerk at a pay rate of \$10.51 per hour, effective Monday, June 5, 2017. This was seconded by Kathy Johnson.

Discussion: First Selectman Temple stated that one of our clerks resigned and he wanted to appoint someone as quickly as possible because we are moving and he wants someone who can be capable of keeping up with the system down there with continuity.

All 3 Ayes. Motion carries

**10. Responsible Growth and Transit-Oriented Development Program Grant – Approve and Authorize First Selectman to Sign**

**MOTION:**

Jeff Haney moved to approve the Responsible Growth and Transit-Oriented Development Program Grant, approve the following Resolution and authorize the First Selectman to sign; all as presented and recommended by the Grant Writer in her letter dated 6/5/17:

**RESOLVED**, that the Oxford Board of Selectmen may enter into with and deliver to the State of Connecticut Office of Policy and Management for the 2017 Responsible Growth and Transit-Oriented Development Program, any and all documents which it deems to be necessary or appropriate; and

**FURTHER RESOLVED**, that George R. Temple, as First Selectman of Oxford Board of Selectmen, is authorized and directed to execute and deliver any and all documents on behalf of the Oxford Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

This was seconded by Kathy Johnson.

Discussion: Kathleen O'Neil explained that this is a grant with the State of Connecticut that will pay Oxford to hire a consultant to route walkways and pathways along Rt 67 and Little River, it has been called the Oxford Main Street Project, which is in its beginning stages. This will pay for itself. When we did a survey, 90% of respondents want to see this beautification.

All 3 Ayes. Motion carries.

**11. Proposed Skateboard Ordinance – Approve and Forward to Town Meeting**

**MOTION:**

Jeff Haney moved to approve the proposed Skateboard Ordinance (attachment B) and forward the ordinance to a Town Meeting. This was seconded by Kathy Johnson.

Discussion: First Selectman George Temple explained that there is a website of hills in Connecticut to go down on skateboards, one of the roads is Governors Hill Rd. We had some kids come from Stratford and they were going down Governors Hill Rd, and it is very dangerous. He stated he doesn't ever want to keep children from having a recreation area, but with this we must worry about the children and the people driving on the roads with these children, this is the reason for this ordinance. Kathy Johnson agreed with Mr. Temple, she stated that no one wants to be responsible for injuring a child or to be responsible for head trauma to a child. Jeff Haney agrees with everything but feels that "all public roads" is a tough one to swallow. It has some meaning to it but "all public roads"? We will see what happens at a public meeting.

All 3 Ayes. Motion carries

**12. Report of First Selectman**

We received two checks from Mariam Strong \$425,622.00, one for the library and one for the land. We will send that on to the building committee. Last Sunday the historical society had a day for the first female test pilot for the nylon parachute land at Center School, we also had the bike ride to benefit children with mental health issues and their families and we said good bye to Father Dominic Valla of St. Thomas Church who is retiring at the age of 80 years old.

This week we will have the Parks and Recreation & Arts Fest on Sunday from noon to 5:00 p.m. on Great Oak Rd. Tuesday night's we will be having the Summer Concerts at the Beach. This Saturday the middle school gardens are going in, they will teach the children how to grow and harvest, and hopefully go to the farmers market and sell what they harvested. Also on Saturday the 17<sup>th</sup> at 11:00 a.m., we are having a sign unveiling and field dedication of one of the softball fields at Aggie Park on Bowers Hill Rd in memory of Emily Yish.

Jim Hliva and George spent a couple of days with Moody's going over the rating, getting a better rating means better interest rates.

There will be repaving Rt. 67 from Seymour to Rt. 42 as well as Hawley Rd. and Riggs St.

**AUDIENCE OF CITIZENS**

David Manning of 16 Oakwood Dr. stated that he called a couple of months ago saying that the new LED street lights create a lot of glare, are ugly and he thinks they are a hazard. George stated we called Eversource and asked Jim Hliva if they ever got back to us, Jim said he will get in touch with Eversource again and see what can be done, George apologized and said he will get this resolved and thanked Mr. Manning for bringing this to his attention again. Mr. Manning also said that when he goes to vote all the good parking spots are taken by the election workers and then the voters have to walk far. George said that some of the people that work at the polls are elderly and must carry things and once you go in to work for the election you can't leave. George said he will address the issue. Mr. Manning asked if there was going to be a walkway from the new library to the park, George said it is in the plans and already in the works. Mr. Manning also wanted to discuss that a couple of years ago when they paved Oakwood Dr. they didn't mill and it raised the level of the road and now he is experiencing erosion to his property. George Temple said he will speak with public works about rerouting the water, he told Mr. Manning to give him a call and he will get it worked on and he will also check if any of Mr. Manning's neighbors are having similar problems. Lastly Mr. Manning said the Town Clerks rubber stamp was confusing due to the way the year is first than the month and day. Jeff Haney believes its governmental and said we could

check with Margaret West on that. George Temple said he will ask Margaret West about it.

John Downs of 666 Roosevelt Dr. wanted to know if all the wage increases done tonight were "in stone" and no more approvals needed. George Temple said yes, Mr. Downs requests a copy at some point in near future of the before and after wages. Mr. Temple told him to stop by the office and we will get him one. George explained that we will be saving money with the changes to the benefit package in the long run. Mr. Downs said he discussed with Jim Hliva that at the time of the renegotiation of the cell tower at Riverside he cautioned Jim to get in writing that they improve that character of the grounds and they have done nothing. George Temple said he will look at it next week. Jim Hliva spoke with SBA communications representative and they promised that they would close it and put in new gate. George said it is in writing and it will be taken care of.

Bill Miller of 2 Deanna Dr. the Capital Project for \$500,000.00 that was approved for the high school for the damage to the windows on the third floor, according to the architect who did the study said the flashing was not put in or put in incorrectly, he is irked by the fact that we are now going to the town asking for \$500,00.00 to replace this, he knows that there are some statutes of limitations involved but he would like to find out whoever is responsible for this and hold them accountable publicly and make sure they do not work for this town again. They are costing us a half a million dollars because of their incompetence. Jim said we are looking into who was responsible for the this and they will be held accountable. Mr. Miller also wants to know why it took so long to address this. Jeff Haney said that there weren't many original board members still on the Board of Education from that time. Kathy Johnson asked why the person who was in the position which would have been responsible for overseeing that didn't take care of it.

## ADJOURNMENT

### MOTION:

Jeff Haney moved to adjourn the meeting at 9:01 PM. This was seconded by Kathy Johnson. All Ayes. Motion carries.

Respectfully submitted,



Dawn Passerine  
Clerk, Board of Selectman

17 JUN 12 AM 10:57  
TOWN OF OXFORD, CT  
Margaret West  
TOWN CLERK



## Attachment A

### Proposed salaries for positions:

#### 1. First Selectman (current \$63,400)

##### Recommended

\$70,000 first term

\$75,000 second term

\$80,000 third term

\$85,000 fourth term (cap)

#### 2. Selectmen (Current \$11,000)

##### Recommended

\$15,000 first term

\$17,000 second term

\$19,000 third term

\$21,000 fourth term (cap)

#### 3. Finance Director (\$80,218 current)

\$104,000 based on 40 hour week

#### 4. Tax Collector (\$60,290 current)

\$68,000 recommended

#### 5. Town Clerk (\$63,336 current)

\$68,000 recommended

#### 6. Assistant town clerks (\$23.21 per hour or \$913.96 a week current)

Recommended \$1,029.28 a week

#### 7. Building Official (\$72,100 current)

Recommended \$78,460

Attachment A

8. Fire Marshal \$61,000 current and includes burning official duties)

Recommended \$78,460

9. Assistant Fire Chief (\$796 a month current)

Recommended \$900 a month

10. Fire Chief (\$1180 a month current)

Recommended \$1300 a month

11. Administrative Assistant (\$56,080 a week five days 40 hours current)

Recommended \$68,000

12. WPCA Lineman (\$63,500 current)

Recommended \$68,000 ( hourly and 1/2 rate after 40 hours)

13. Registrar of Voters (\$10,518 current)

Recommended \$15,518 (all inclusive)

14. Animal Control Officer (\$16.40 an hour current)

Recommended \$20 an hour

15. Assistant Animal Control Officer (\$9.84 current)

Recommended \$15.50 an hour

16. Receptionists (\$14.03 an hour current)

Recommended \$15.50 an hour

17. Inland Wetlands Officer (\$47,268 current)

Recommended \$52,000

Clerks:

18. Park and Recreation (\$18.84 an hour current)

Recommend \$21 an hour

Attachment A

19. Finance Clerk (\$19.50 an hour current) ,

Recommend \$21 an hour

20. Fire Department Clerk (\$16.71 an hour current)

Recommended \$21 an hour

21. Floater stay at \$15.50 an hour

## Skateboard Ordinance

### Definitions:

Words and phrases defined for the purposes of this Ordinance shall have the meanings set forth in this section, unless normal construction in the context shall clearly indicate to the contrary:

- (1) "Skateboard" has its ordinary meaning and includes a board of any material with wheels affixed to the underside, designed to be ridden by a person. For the purposes of this Ordinance the term "skateboard" shall include the terms "scooter" and "coaster".
- (2) "Riding a skateboard" means standing with one or both feet touching the skateboard, crouching, sitting or lying upon the skateboard while it is in motion and/or propelling a skateboard.
- (3) Negligent maneuver means any maneuver that may or cause injury to a person, including the rider, and/or damage to property, and/or any maneuver that threatens such injury or damage.

### SKATEBOARDING PROHIBITED

It shall be unlawful for any person to ride a skateboard in any areas of the Town of Oxford designated herein as an area where skateboarding is prohibited and/or in negligent manner as provided herein:

### AREAS OF TOWN SKATEBOARDING IS PROHIBITED

Skateboarding shall be prohibited in the Town of Oxford on the following:

- Town Hall and Town Hall grounds including sidewalks, parking areas, driveway, stairs and rails, yards, and all areas associated with the Town Hall;
- Town Garage and Town Garage grounds including sidewalks, parking areas, driveway, stairs and rails, yards, and all areas associated with the Town Garage/Public Works;
- All public roads

## SEIZURE AND FORFEITURE

Whenever a law enforcement officer has probable cause to believe that a skateboard was used or is intended to be used in violation of this Ordinance, such skateboard is subject to seizure and forfeiture. In the event of seizure pursuant to the Ordinance, forfeiture shall be deemed complete unless the owner requests a hearing before the Board of Selectmen, or its designee. At such hearing, the forfeiture shall be ordered upon the officer's showing of probable cause as provided herein. The hearing shall be convened within ten (10) business days of the written request for same. Said request shall be in writing and delivered to the Town Clerk.

## PENALTIES

Upon the admission or determination of responsibility for a violation of this Ordinance, the responsible person shall be assessed the following civil fines and costs:

<u>First Violation</u>	<u>Second Violation</u>	<u>Third Violation</u>
\$50.00	\$150.00	\$300.00

## EFFECTIVE DATE

This Ordinance is necessary to protect the health, welfare, and safety of the people of the Town of Oxford, and, therefore, this Ordinance shall become effective immediately upon publication

17 JUN 12 AM 10:57  
TOWN OF OXFORD, CT  
*Christine A. West*  
TOWN CLERK