

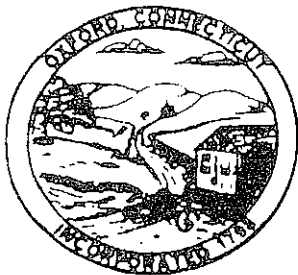
Town of Oxford



ANNUAL TOWN REPORT

2016 – 2017

17 SEP 26 AM 11:27
TOWN OF OXFORD, CT
Joseph A. West
TOWN CLERK



TOWN OF OXFORD
S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
www.Oxford-CT.gov
Tel (203) 888-2543 Ext. 3055
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ASSESSOR'S OFFICE

August 10, 2017

To: The Board of Selectmen

From: Eva Lintzner, Assessor

Re: Annual Town Report

The values for the 2016 Town Grand List are as follow:

Real Estate Regular Net	\$1,241,593,296
Elderly Home Owners Net	11,935,300
Motor Vehicle Net	119,669,670
Personal Property Net	103,955,680
Total Net Assessment	\$1,477,153,946

Over all, there was a 2.1% increase from the 2015 Grand List.

Oxford currently has several major projects in various stages. We are experiencing growth in Real Estate mainly due to the condominium market and industrial/commercial properties. We hope to see much more growth in the industrial/commercial area in the next few years unless there is a drastic change in the economy.


Eva Lintzner



MEMORANDUM

Building Department

TO: Board of Selectmen

FROM: Gordon Gramolini, Building Official 

DATE: August 10, 2017

RE: Annual report for Fiscal Year 2016/2017

Please find attached a summary of fiscal year activity for 2016/2017. The building activity for the above-referenced fiscal year totals 957 permits of which 377 were building permits, 262 were electrical permits, 141 heating permits, 137 plumbing permits, 2 re-inspections and 38 C.O.'s issued.

During this fiscal year, the building department was staffed by one-full-time building official, one part-time building official and one Administrative secretary. The budget for this fiscal year was \$134,608.00. The building department generated \$296,897.93 in revenue and a surplus of \$162,289.93.

ATT: (7)

Building Department

Accounting Summary Report: 7/1/16 thru 6/30/17

Trn Type: BLDG

PIC Type: Building Permit	(\$222,852.43)	377
PIC Type: Certificate of Occupancy	(\$380.00)	38
PIC Type: Electrical Permit	(\$33,131.50)	260
PIC Type: Final Inspection for CO	(\$30.00)	1
PIC Type: Footing Drain & Damp Pf. Ins.	(\$30.00)	1
PIC Type: HVAC Permit	(\$23,438.00)	141
PIC Type: Plumbing Permit	(\$14,624.00)	137
PIC Type: Solar Permit	(\$2,412.00)	2
TOTAL Trn Type: BLDG	(\$296,897.93)	957

Trn Type: COFEE

PIC Type: Building Permit	\$3,400.00	340
PIC Type: Certificate of Occupancy	\$380.00	38
PIC Type: Electrical Permit	\$670.00	67
PIC Type: HVAC Permit	\$570.00	57
PIC Type: Plumbing Permit	\$300.00	30
PIC Type: Solar Permit	\$10.00	1
TOTAL Trn Type: COFEE	\$5,330.00	533

Trn Type: INSPFEE

PIC Type: Final Inspection for CO	\$30.00	1
TOTAL Trn Type: INSPFEE	\$30.00	1

Trn Type: MISCFEE

PIC Type: Building Permit	\$3,744.00	366
PIC Type: Electrical Permit	\$2,500.00	247
PIC Type: HVAC Permit	\$1,390.00	137
PIC Type: Plumbing Permit	\$1,360.00	135
PIC Type: Solar Permit	\$20.00	2
TOTAL Trn Type: MISCFEE	\$9,014.00	887

Trn Type: PENALTY

PIC Type: Electrical Permit	\$25.00	1
TOTAL Trn Type: PENALTY	\$25.00	1

Trn Type: PLANRVW

PIC Type: Building Permit	\$50.50	1
TOTAL Trn Type: PLANRVW	\$50.50	1

Trn Type: PRMTFEE

PIC Type: Building Permit	\$205,045.00	365
PIC Type: Electrical Permit	\$28,485.00	245
PIC Type: HVAC Permit	\$20,416.00	137
PIC Type: Plumbing Permit	\$12,405.00	135
PIC Type: Solar Permit	\$2,270.00	2
TOTAL Trn Type: PRMTFEE	\$268,621.00	884

Trn Type: PUBHEAR

PIC Type: Building Permit	\$85.00	1
PIC Type: Electrical Permit	\$25.00	1
TOTAL Trn Type: PUBHEAR	\$110.00	2

Trn Type: REINSFEE

PIC Type: Electrical Permit	\$30.00	1
PIC Type: Footing Drain & Damp Pf. Ins.	\$30.00	1
TOTAL Trn Type: REINSFEE	\$60.00	2

Trn Type: SGNFFEE

PIC Type: Building Permit	\$18.00	2
PIC Type: Electrical Permit	\$1.50	2
PIC Type: Plumbing Permit	\$0.50	1
TOTAL Trn Type: SGNFFEE	\$20.00	5

Trn Type: STEDFEE

PIC Type: Building Permit	\$10,447.43	369
PIC Type: Electrical Permit	\$1,390.50	253
PIC Type: HVAC Permit	\$1,062.00	139
PIC Type: Plumbing Permit	\$558.50	135
PIC Type: Solar Permit	\$112.00	2
TOTAL Trn Type: STEDFEE	\$13,570.43	898

Trn Type: STLUFEE

PIC Type: Building Permit	\$62.50	2
PIC Type: Electrical Permit	\$4.50	1

Building Department

Building Permit Report: 7/1/2016 thru 6/30/2017

Commercial Addition

Total Est. Cost (BLDGPMPT):	\$506,075.00	7 Records
Total Est. Cost (ELECPMT):	\$2,500.00	1 Records
Total Est. Cost (HVACPMT):	\$3,000.00	1 Records
Total Est. Cost (Commercial Addition):	\$511,575.00	9 Records

Commercial Improvement

Total Est. Cost (BLDGPMPT):	\$655,875.00	28 Records
Total Est. Cost (ELECPMT):	\$136,664.00	15 Records
Total Est. Cost (HVACPMT):	\$157,150.00	14 Records
Total Est. Cost (PLUMPMT):	\$54,522.00	14 Records
Total Est. Cost (Commercial Improvement):	\$1,004,211.00	71 Records

Communication Facility

Total Est. Cost (BLDGPMPT):	\$15,000.00	1 Records
Total Est. Cost (ELECPMT):	\$3,700.00	2 Records
Total Est. Cost (HVACPMT):	\$24,375.00	1 Records
Total Est. Cost (Communication Facility):	\$43,075.00	4 Records

Demolition

Total Est. Cost (BLDGPMPT):	\$20,200.00	4 Records
Total Est. Cost (Demolition):	\$20,200.00	4 Records

Foundation Only

Total Est. Cost (BLDGPMPT):	\$2,995,315.00	15 Records
Total Est. Cost (ELECPMT):	\$231,900.00	13 Records
Total Est. Cost (HVACPMT):	\$600,700.00	3 Records
Total Est. Cost (PLUMPMT):	\$113,400.00	6 Records
Total Est. Cost (Foundation Only):	\$3,941,315.00	37 Records

Home Addition

<i>Total Est. Cost (BLDGPMPT):</i>	\$773,685.00	36 Records
<i>Total Est. Cost (ELECPMT):</i>	\$40,400.00	13 Records
<i>Total Est. Cost (HVACPMT):</i>	\$21,800.00	5 Records
<i>Total Est. Cost (PLUMPMT):</i>	\$9,100.00	3 Records
<i>Total Est. Cost (Home Addition):</i>	\$844,985.00	57 Records

Home Improvement

<i>Total Est. Cost (BLDGPMPT):</i>	\$1,996,204.47	164 Records
<i>Total Est. Cost (ELECPMT):</i>	\$1,738,644.50	131 Records
<i>Total Est. Cost (HVACPMT):</i>	\$417,399.00	67 Records
<i>Total Est. Cost (PLUMPMT):</i>	\$137,728.00	64 Records
<i>Total Est. Cost (Home Improvement):</i>	\$4,289,975.97	426 Records

Municipal

<i>Total Est. Cost (BLDGPMPT):</i>	\$1,013,500.00	3 Records
<i>Total Est. Cost (ELECPMT):</i>	\$15,841.00	5 Records
<i>Total Est. Cost (Municipal):</i>	\$1,029,341.00	8 Records

New Commercial Const.

<i>Total Est. Cost (BLDGPMPT):</i>	\$2,706,000.00	8 Records
<i>Total Est. Cost (ELECPMT):</i>	\$907,135.50	13 Records
<i>Total Est. Cost (HVACPMT):</i>	\$466,500.00	3 Records
<i>Total Est. Cost (PLUMPMT):</i>	\$455,455.00	8 Records
<i>Total Est. Cost (SOLPMT):</i>	\$186,000.00	1 Records
<i>Total Est. Cost (New Commercial Const.):</i>	\$4,721,090.50	33 Records

New Home Construction

<i>Total Est. Cost (BLDGPMPT):</i>	\$8,642,040.00	63 Records
<i>Total Est. Cost (ELECPMT):</i>	\$286,100.00	36 Records
<i>Total Est. Cost (HVACPMT):</i>	\$490,350.00	40 Records
<i>Total Est. Cost (PLUMPMT):</i>	\$298,399.67	35 Records
<i>Total Est. Cost (New Home Construction):</i>	\$9,716,889.67	174 Records

<i>Total Est. Cost (HVACPMT):</i>	\$2,500.00	2 Records
<i>Total Est. Cost (PLUMPMPT):</i>	\$4,900.00	4 Records
<i>Total Est. Cost (Swimming Pool - Inground):</i>	\$329,690.00	28 Records
GRAND Total Est. Cost.	\$26,881,654.64	888 Records



TOWN OF OXFORD

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

Oxford Conservation Commission / Inland Wetlands Agency

August 24, 2017

Re: Annual Report for the Fiscal Year of July 1, 2016 to June 30, 2017

The Oxford Conservation Commission Inland Wetlands Agency is a five member appointed board responsible for administering the Inland Wetlands Statutes of the State of Connecticut and the Inland Wetlands and Watercourses Regulations of the Town of Oxford. The Commission meets on the 2nd and 4th Tuesday of the month to review and act on applications submitted to the staff of the Inland Wetlands Agency. All Commission members and staff are required to attend Department of Energy & Environmental Protection training sessions and seminars to keep abreast of changes in the wetlands statutes and recent court decisions that affect the duties and responsibilities of wetland agencies. Staff and Commission members also attend numerous educational classes that pertain to agricultural uses in the wetlands and U.S. Army Corp of Engineers Wetland regulations in the Connecticut. The Commission and Agency rely on the Secretary, Denise Randall to organize and maintain all proper paperwork necessary for the files and more effectively serve the public through out the work week. The Inland Wetlands Enforcement Officer, Andrew Ferrillo Jr. administers routine applications not requiring activity in the wetlands and conducts all inspections to ensure compliance with permit conditions. The Commission and Agency also employ the services of Nafis & Young Engineers, Southwest Conservation District, and will periodically contract with specialists to review all the technical aspects of complex applications as it relates to environmental impacts.

Listed below you will find the activities for the Fiscal Year July 1, 2016 to June 30, 2017:

The Commission had 21 regular meetings, 4 special meetings, and several independent site walks by Commission Members and the Enforcement Officer. There is currently one violation in litigation in Superior Court Milford, Ct .regarding Flood Plain and wetlands filling.

The Agency, through the Inland Wetlands Commission processed 17 applications with impact in wetlands and regulated areas. The Wetlands Officer processed 257 applications, which were for various building and other land use permits, Certificate of Occupancies and activities not requiring Commission action. The Inland Wetlands Enforcement Officer worked 1,432 hours, conducted 670 inspections, and investigated 12 complaints/violations.

The Inland Wetlands Agency collected \$78,120.00 in town and state fees. All town fees are deposited in the Town of Oxford Conservation Fund, to be used for the purchase of Open Space. The Inland Wetlands Agency's annual budget for the Fiscal Year July 1, 2016 to June 30, 2017 was \$ 128,217.00

The Oxford Conservation Commission has completed an up dated map showing all Open Space and designated conservation easements within the Town of Oxford.

The Commission and staff annually conduct a review of the all detention basins and ponds, that are required to be maintained by the Town of Oxford so as to determine which are in need of maintenance This will improve the quality of urban runoff from roads, parking lots, residential neighborhoods, commercial areas and industrial sites and to reduce peak storm water runoff rates by providing temporary storage during larger storm events.

The Conservation Commission through the efforts of Commission Member Joseph Lanier and the Youth Conservation Corps in Oxford High School having been working to add additional trails to Rock House Hill and improve the existing ones.

As the Town of Oxford moves into the future, the Conservation Commission Inland Wetlands Agency anticipates further growth on marginal properties containing more wetlands and regulated areas, therefore the work load and the potential for litigation will increase as the Connecticut Inland Wetlands Statutes and Local Wetland Regulations come into conflict with landowners and developers.

Oxford Conservation Commission Inland Wetlands Agency

Michael Herde – Chairman



OXFORD CULTURAL ARTS COMMISSION 2017 ANNUAL REPORT

Oxford Cultural Arts Commission
486 Oxford Road, Oxford, CT 06478-1298

Phone: 203-881-6085

Commissioner Elaine Shown (Treasurer), Commissioner Laura Maksymiw, Commissioner Chris Mainor, and Commissioner Kathy Johnson (New), (New) Commissioner JoAnna Lucas, Position Open, Commissioner Position Open (Secretary), Festival & Gallery Director Dorothy Peebles-Pelley, Web Master Martin Earley.

The mission of the Oxford Cultural Arts Commission (OCAC) is to "encourage within the Town of Oxford, participation in, and promotion, development, acceptance and appreciation of, artistic and cultural activities which include, but are not limited to, music, theater, dance, painting, sculpture, architecture, literature, films, and allied arts and crafts, and to this end may join with private patrons and with institutions and professional organizations."

It is the mission of this organization to enhance the quality of life of its citizens and surrounding communities through the support of the arts. The OCAC will support, enhance, and facilitate artistic endeavors to include the performing arts (music, dance and theatrical), visual arts, literary arts and cinematography. Funding to this end will be in the form of Town monies, gifts, contributions and bequests from businesses and individual sponsors, and grant acquisitions from foundations, corporations and other organizations.

PLANNING and producing 2017 events.

This year for the OCAC started on July 1st 2016 and the OCAC began planning for the events for 2017 including Music Programs and Open Mic nights at the Grange, bi-monthly Art Exhibits, Peer Group activities including art discussions, critiques by artists for artist, presentations and demonstrations by exhibiting artists, a paint-in for area artists to work together and Art Gallery activities and receptions. Oxford's FACE and ShowCase Exhibit weekend in May and the Arts and Craft Exhibit in November are major events presented by the OCAC. We also planned and executed fund raising for our OCAC Carol Soucy Memorial Scholarship Fund which is now endowed by the Connecticut Community Foundation and two scholarships were went in 2017 to college bound Oxford High School seniors pursuing careers in the Arts.

One artist has been evolved in our **Mentoring program** working with two OCAC artists for the past 2 years with help and support to prepare for collage submit her portfolio and application and has successfully completed the process.

OCAC partnership with the Oxford Grange # 194

In 2015, the Oxford Cultural Arts Commission also solidified an ongoing community partnership with our local grange, Oxford Grange #194. This ongoing relationship is providing a central venue for programs. It is beneficial to the Grange because of the involvement of OCAC in bringing new members and providing upkeep and repairs to the building as volunteers. There is a current program in place to create handicap access for the Grange to make the hall accessible to everyone and increase the ability to present public events.

This has proven to be an extremely beneficial partnering for our community by fostering an outlet for our citizens to participate in artistic and cultural endeavors. The generosity of the Grange in the use of its hall and stage to the OCAC speaks volumes to the Grange's intention and mission of providing anything it can for Oxford citizens and its surrounding communities.

This partnering has been tremendously beneficial to the mission of the OCAC, as well as to its citizens in the Town of Oxford.

Music Programs

The OCAC in partnership with the Oxford Grange sponsored the Oxford Open Performance Series (OOPS) featuring local artists and poets, as well as featured musical acts. Also the Phone Booth music programs. These programs were instrumental in bringing artists and groups to that venue presenting quality music programs and encourage creativity in music.

The 2017 OCAC Oxford's FACE (Festival of Arts, Cultural and Entertainment) and OCAC ShowCase Art Exhibit

The 2017 OCAC Showcase exhibit was the 8th exhibit, the 76th Juried exhibit and the 2st exhibit after the end of our CT state counseled 5 year plan to use the Showcase as the focus for a full weekend arts festival. We began using a Festival statement for 2014 to define our program. All agree that the wonderful suggestion for an official name for the Festival - OXFORD's FACE (Festival of Arts, Cultural and Entertainment) is PERFECT and has worked well for each year since, creating recognition by the public and attendees

and the creating good crossover between Town Hall and Grange program venues. The Festival a full weekend in May brings quality arts programs to Oxford. Each year we average over 600 attendees of all ages and from all over CT and nearby states.

Music and poetry at the Grange featured armature and professional - nationally and internationally know musicians with a rocking concert on Sat. night by the Grammy nominated Claudetts, who have for the past 2 years made this Festival a stop on their performance tour as a favor to their friend Martin Earley. On Sunday there was a professional poetry workshop all day hosted by renowned poet and musician Victoria Munoz.

The ShowCase Art Exhibit had 23 artists showing 3 works each with 69 works exhibited. We Juror by the image and have only 10 cash award which are donated by local businesses, organization and individuals. Jurors for the art this year were Becky Butler and Priscilla Watson from Arts Escape in Southbury. Dorothy Peebles-Pelley acted as a third juror and tie breaker. The process works really well the jurors saw the art online identified only by numbers and the awards were well chosen. One of our winners was an 11 year old girl. An interview of this child is on YouTube link <https://youtu.be/1MFRfbaPLOA> and has been shared on Facebook and our Web site. It was exciting to see the response to all of our hard work at the Opening and throughout the weekend. We all ready have requests for applications by artists for the 2018 ShowCase Exhibit.

The Silent Auction featured donations of art that were bid on during the FACE weekend and brought in funds for The OCAC Caryl Soucy Memorial Scholarship is endowed by the Connecticut Community Foundation and supported by the OCAC fund raising programs and donations by individuals. We also had a beautiful art photo print donated by the Greenwich Workshop Gallery to use to raise scholarship funds.

We had some really good volunteers at the FACE weekend events and these people are a real blessing for us. And the attending public, which numbers each year in the 600 to 700 numbers, with every indication that the numbers will grow.

The 46th Annual Arts & Craft Show

The OCAC produced this show for the first time in 2015 - it was a big success and again in 2016 with large numbers of attendees and the plans are in progress for the 2017 show with applications coming in and activities in motion to make this a really special year...

The Oxford Cultural Arts Commission Structure

We have a flow chart available that shows what this group of dedicated people are doing each year and how the programs work.

It takes a full year of planning and hard work to create our major events and monthly programs and much more money than the modest municipal budget from the Town that the OCAC is awarded yearly to put on all of programs that we produce. It is a struggle each year and we are grateful for our sponsor's gifts, grants and other help offered by individuals and businesses in the Community and local area. With our sponsors and the help of very dedicated volunteers we shall continue to strive to keep this high quality of arts alive in Oxford...

Sincerely,
Oxford Cultural Arts Commission

Summary Activity for the Oxford Fire Marshal's Office:

Year: 2016

Inspections:

- 39 assembly occupancies,
- 238 business occupancies,
- 16 mercantile occupancies,
- 0 industrial occupancies,
- 5 educational occupancies,
- 2 daycare occupancies,
- 0 oil trucks,
- 10 oil tanks,
- 17 propane installation,
- 14 propane installation,
- 1 diesel fuel & gas dispensing system,
- 18 apartments

Cert. of Occupancy Inspections:

- 3 CO assembly occupancies,
- 63 CO business occupancies,
- 1 CO mercantile occupancies,
- 1 CO industrial occupancies,

Re-Inspections:

- 21 assembly occupancies,
- 331 business occupancies,
- 3 mercantile occupancies,
- 0 industrial occupancies,
- 7 educational occupancies,
- 1 daycare occupancies,

Blasts:

- 40 Issuance of blasting permits,
- 376 On site & witnessed blasts,
- 26 Investigation of blasting complaints,
- 39 Inspection of Blast Sites,
- 5 Inspected Blasting Magazines

Fires:

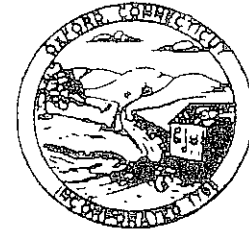
- 42 Investigations of Fires,
- 470 Completed Fire Reports for OFD

Other Activity:

- 90 Review of new building plans,
- 44 Review of Hood system plans,
- 2427 Attended Pre-Construction meetings/ job me
- 290 Conducted fire alarm tests and review plans,
- 38 Conducted sprinkler alarm tests and review p
- 25 Attended continuing education classes,
- 10 Processed documents for underground oil tai
- 17 Conducted Fire Prevention
- 257 Open Burning
- 40 Alarm Permits

TOWN OF OXFORD
S.B. Church Town Hall
486 Oxford Road
Oxford, CT 06478

Kathleen O'Neil – Oxford Grant Admin/Writer



GRANT REPORT 2016-2017

<u>Active Grants:</u>	<u>Award</u>	<u>Match</u>
• LOTCIP – Reconstruction of Hawley Road Engineer, Bryan Nesteriak, has been chosen for \$48,750.00. Now in design phase with bid for construction Fall of 2017.	\$1,987,558.52	\$48,750.00
• MGP – Supplements Senior Center Drivers' Salaries 2017 Funding is quarterly and current.	\$51,222.00	\$25,611.00
• CIRCA – Culvert Assessment for Oxford and Seymour HVA had to resubmit the grant budget. Work to begin in the Fall of 2017.	\$33,600.00	\$3,000.00*
• 5310 – New Senior Mini-bus New bus should be received in September.	\$65,000.00	\$13,000.00
• Christian Street II Reconstruction The ConnDOT has not closed the grant due to a disagreement with DeCarlo & Doll.	\$3,000,000.00+/-	\$280,000.00+/-
• LOTCIP Riggs Street Reconstruction	\$2,687,245.00	\$274,500.00
• EMPG – Emergency Management Salary 2016-2017	\$12,874.00	\$6,437.00
• America the Beautiful	\$ 7,275.00	\$3,637.50*
• Katharine Matthies Foundation – Crestview Ridge Chair Lift	\$30,000.00	N/A
• Katharine Matthies Foundation – Oxford Main Street Project	\$5,000.00	N/A
• Dutton Road Bridge	\$1,700,000.00	\$340,000.00

*in-kind match

<u>TOTAL AMOUNT AWARDED:</u>	<u>\$9,585,774.52</u>
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Pending Grants:

• Community Connectivity Grant	\$398,000.00
• Responsive Growth Grant	\$150,000.00
• STEAP – Town Hall Renovation	\$500,000.00
• STEAP – Tetlak Park – Phase II	\$500,000.00
• AFG	\$83,034.00

<u>TOTAL AMOUNT PENDING:</u>	<u>\$1,631,034.00</u>
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Closed Grants:

	<u>Award</u>	<u>Match</u>
• School Security February 6, 2017 forms were received from Olga at Board of Education Central Office.	\$347,608.00	\$207,312.00
• ICE – Public Works Equipment All funding has been received from the State, Beacon Falls and Seymour. Equipment has been ordered and received.	\$291,250.56	\$19,416.71
• HRP Fund – Rescue Boat Funding has been received. \$336 is remaining in the budget.	\$9,992.12	\$500.00
• Katharine Matthies Foundation – Community Car Vehicle was purchased. Funding was received.	\$14,000.00	\$2,079.00
• STEAP – Tetlak Fields Spring clean-up is scheduled. All funding has been received. Contingency in place.	\$500,000.00	\$400,000.00+/-
• Farm Viability Grant/School Garden Final report and State inspection complete.	\$25,000.00	\$84,000.00*
• EMPG – Emergency Management Salary 2015-2016 This grant must be completed each year.	\$12,874.00	\$6,437.00

*in-kind match

TOTAL AMOUNT CLOSED: **\$1,200,724.68**

Note: Town has been reimbursed and match has been made in the above closed grants. Projects are completed and closed.

Denied Grants:

• TAP – Little River Walkway	\$975,973.74
• Tetlak Trails	\$49,000.00

Respectfully submitted by Kathleen O'Neil and Robbi Costigan

Memorandum

Date: August 31, 2017
To: Selectman's Office
From: Municipal Agent's Office
RE: Written Report for Annual Town Meeting

During the fiscal year 2016-2017 the Municipal Agent's Office provided our seniors with current information that helps to fulfill their needs concerning the State of Connecticut and Federal programs that were available to help supplement their income. We also help the seniors by enriching their lives through the many programs offered at our senior center.

During this past year I hosted programs concerning the S.N.A.P. Program which is the Supplemental Nutrition Program or as most know it as the Food Stamp Program. The representative from S.N.A.P. helped our seniors fill out applications and answered questions concerning the program regarding recent changes.

Recently, within the past few years, the seniors are targeted with new scams. As I hear of them, I try to alert our seniors to the dangers of giving out their private, personal information to strangers over the telephone or even in person. Some of these scams also lead to identity theft and I try to have at least one presenter a year on this subject.

Every year we have new seniors that are turning 65 and I am inundated with telephone calls concerning supplemental health insurance and Medicare coverage especially during the open enrollment that falls between the middle of October to the beginning of December. I try to have an insurance agent that is versed in all of Connecticut's policies that are available come in and speak with our seniors. Once again, we invited John Somero, an insurance specialist, He explained all the new changes for 2016-2017. This program is always very well attended. John helps the seniors make a very important decision on what is the best insurance plan for them.

A few years ago, I started a support discussion group called "Let's Talk About It". We meet once a month in our Senior Center Library to discuss issues with others that have similar problems such as living alone, facing our fears, coping with loss, being mistreated by family members or friends or just feeling overwhelmed by daily responsibilities. The members discuss whatever is on their minds whether they are looking for advice or just to share their thoughts with the group.

I continue to write a column titled, "Municipal Agent News" in our monthly senior bulletin that reaches approximately 1,000 members. As the Town of Oxford's Municipal Agent, I try to write on current topics that keep our seniors updated concerning

new legislation that has passed in both our Municipal and Federal Governments regarding seniors and help them apply for benefits when needed. I also continue to use the bulletin board outside my office to post the current "Municipal Agent News," the latest scams and other important information. Along with the telephone, using these two sources is my way of reaching the senior population in our community.

As a Certified Choices Counselor, I also attend yearly training at the Agency on Aging and pass a yearly exam keeping my status current. This helps me to keep our seniors informed on the latest "senior news".

Respectfully submitted,


Joanne M. Jelenik
Municipal Agent for the Elderly

OXFORD PARKS AND RECREATION
Program Narrative
Fiscal Year 7/1/16-6/30/17

The Parks and Recreation Department is responsible for developing and maintaining the Town owned recreational property as well as to offer Oxford residents various and diverse programs in an effort to add to the overall quality of life in Oxford. The majority of the activities are self-sustaining through fees collected by the Parks and Recreation Office. Most of the fees are paid back for expenses associated with the activity.

Summer Camp:

Dates July 10th through Aug 18th (6 weeks)

Huskies Camp is for children who have completed grades K-5. The camp runs Monday through Friday from 9:00 a.m. - 4:00 p.m. They spend four days at Colonial Tavern and one day each week travel to another location for the day. Some locations they travel to are: Quassy Amusement Park, Maritime Aquarium and Bowl-a Rama. The cost of the camp was \$150 per week.

OPR Teen Travel Camp is for children who have completed grades 5-8. The camp runs Monday-Thursday from 9:00 a.m. until 3:00 p.m. or 4:00 p.m. (depending on the trip location). They travel by school bus Monday-Wednesday each week. Some locations include SkyZone, Brownstone Quarry, Lake Compounce Amusement Park, Nomads Adventure Quest, McDonald's and a movie and Hammonasset State Park. They spend one day a week at Colonial Tavern while the Huskies are away. The cost of the camp was \$140 per week.

We average approximately 120-130 kids per week for both camps. We had 7 counselors for the OPR Teen Travel Camp and 13 counselors for the Huskies Camp.

Other Activities:

Some other self-sustaining activities offered throughout the year are:

- Mad Science
- Computer Explorers
- Magic Workshops
- Princess Programs
- Fishing Courses
- Skyhawks Camps
- Soccer Camps
- Basketball Camps
- Baseball Camps
- Yoga
- Couch to 5K
- HIIT Training
- Swim Lessons
- Open Swim

Sports Leagues:

Oxford Parks and Recreation sponsors various sports leagues – all of which are self-sustaining and governed by their own Boards comprised of volunteers.

For adults there is:

- Women's Softball
- Co-Ed Softball
- Men's Over 30 Basketball
- Men's Pick Up Basketball
- Women's Volleyball
- Co-Ed Volleyball
- Men's Golf

For children there is:

- Oxford Youth Football and Cheerleading
- Flag Football
- Oxford Youth Basketball
- Oxford Otters Swim Team

There are also some independent sports leagues that do not fall under the auspices of Oxford Parks and Recreation, but do service our children and use our facilities. They are:

- Babe Ruth Baseball
- Little League Softball
- Oxford Soccer League (OSL)
- Indoor Soccer (OSL)

Bus Trips:

Oxford Parks and Recreation offers various bus trips throughout the year. They are open to residents and non-residents of all ages. Some bus trips are day trips while some are weekend trips. As with most activities in Parks and Recreation, bus trips are totally self-sustaining. Some trips we went on in 2017 were: Block Island; New York Yankees game; New York Hornblower Jazz Cruise and 911 Memorial; Finger Lakes Wine Tour (weekend); Chocolatorium in Bennington Vermont; Philadelphia (weekend); Radio City Christmas Spectacular; and Kennebunkport Christmas Parade with Kittery Outlets (weekend).

Regular & Special Programs:

Some of the regular and special programs offered by Oxford Parks and Recreation include the following:

- Easter Egg Hunt - held on the Saturday before Palm Sunday. We offer prizes and eggs for children pre-K to 2nd grade. This event is for Oxford residents only and is free.
- Fishing Rodeo – held in mid-May. We co-host this with Seymour Fish and Game Club. We give prizes for various categories. This event is for Oxford children age 5-15 and is free.

- Memorial Day Freedom 5 K Road Race – held each year on Memorial Day morning. The start/finish line of the USATF certified course is in front of Town Hall. The event draws runners and walkers -- some with dogs and strollers. The *Kids Rock Hopper Fun Run* kicks off the event. Kids, led by the Rock Hopper Penguin, run ½ mile down to Oxford Center School and back. The main run starts as soon as the kids return and goes from Town Hall down route 67 to Quarry Walk and back. Prizes are awarded in all age categories and ice cream is served to all. Proceeds are donated to local charities. This year they went to Oxford American Legion, American Warrior and Soldiers Angles. This event is open to non-residents. There is a fee to participate.
- Trick or Trunk – held on Halloween night. This provides a safe environment for children to trick-or-treat. Open to Oxford residents only (proof of residency required). Participants are asked to decorate their trunks and hand out candy to the trick-or-treaters while their own children go around from car to car. This a fun event filled with music and lots of candy! Prizes are awarded for the best-decorated trunks and carved pumpkins.
- Turkey Shoot – held in mid-November. Kids and parents are allowed a certain number of free throw basketball shots each. Prizes are awarded. Prizes include turkeys, pies, stuffing and cranberry sauce. There is a nominal fee to participate.
- Christmas in Oxford – usually the first Friday of December. School choruses and bands entertain in front of Town Hall. Santa arrives and the Town Hall Tree is lit. Refreshments are offered in the Meeting Room after the outdoor festivities are finished. There is no charge for this event.
- Summer Concerts at the Beach – held at Jackson Cove on Tuesday nights in July and August and run from 6:30-8:00 p.m. They are made possible by funding from Oxford Parks & Recreation and our sponsor, Newtown Savings Bank. This year we had the following groups play: Eran Troy Danner; CT Transit Authority; The Barons; Hazzard County; Simply Swing; Last Licks and Bobby Wheeler Band. These are always well attended both on land and by boat. They attract music lovers of all ages.
- Oxford Food & Arts Fest – held in early June this event features approximately 20 food trucks and 35 craft vendors. Magicians and stilt walkers roam the crowd and local musician, Bobby Wheeler, entertains the crowd all day from the bandstand.

Parks and Recreation Facilities:

- Jackson Cove - Located on Lake Zoar on Jackson Cove Road. It currently has a sandy beach swimming area, beach volleyball court, boat launch, playground, kayak/canoe racks, bocce court, flush bathrooms, a pavilion (donated by the Oxford Lion's Club) and a gate house. We have also installed cable and wireless internet service that support the security cameras. As a result, we also now have free WiFi in the pavilion area. The Pavilion can be rented by Oxford residents or

organizations for a fee. Recreational activities are scheduled here in the summer months as well as free concerts are held here in the summer. Season permits are required for park entrance from Memorial Day through Labor Day.

- Posypanko Park – located on Hawkins Road. Includes 2 baseball diamonds, press box, concession stand, flush toilets, playground, basketball court, and storage.
- Oxford Glen – located on Roosevelt Drive. Contains an irrigated soccer field and softball field.
- Lily Park – located on Great Oak Road across from Great Oak Middle School. The playground consists of two playscapes – one for children ages 2 -5 years old and one for children ages 5-12 years old. There are swings, slides, ladders, fireman poles, balance beams, musical instruments and a log cabin. Contains a picnic area covered by a pergola. More than 90% of this playground was constructed of recycled materials and is ADA compliant.
- Ryan's Courts - Ryan's Courts are the Town's tennis courts located across from Quaker Farms School on Great Oak Road. Ryan's Courts were developed through a donation by the Vernoooy family in memory of their son, Ryan Vernoooy. The courts are available 7 days a week until 10:00 p.m. during the regular season which runs March 15th-November 15th. There is timed lighting available.
- Agnes Tetlak Schiavi Park - "Aggie Park" is the Oxford's newest park. It consists of approximately 97 acers. Two-thirds of this will be used for passive recreation. It will have hiking and horseback riding trails as well as a picnic areas along Eight Mile Brook. The remainder will be used for active recreation. Currently, there is a multi-purpose field as well as 2 softball fields. More is planned for the future.
- Oxford Schools Ball/Multi-Use Fields - It is the function of Oxford Parks and Recreation to maintain and schedule all of the fields at the schools. A multi-use field is offered at Quaker Farms and Oxford Center School and is used by the Oxford Soccer and Oxford Flag Football leagues. Soccer, baseball and softball fields are available at Oxford Center School and Great Oak Middles School. They are used by the Oxford Soccer League, the Oxford Little League, Babe Ruth League and adult leagues.
- Oxford High School Pool: We have a membership system that allows the Town's families to use the pool on some weeknights and Saturdays. A pool pass is required and can be purchased at Town Hall or the pool. Lifeguards are hired to oversee the pool and we now offer swim lessons year round. The Oxford Otters use the pool Monday through Saturday.
- Rockhouse Hill Sanctuary - The Rockhouse Hill Sanctuary (RHS) is 600, town-owned acres of preserved, forested watershed of Four Mile Brook and the Housatonic River. The Town and the Oxford Land Trust share land-management responsibilities.

Jackson Cove Permits:

Season permits are for Town residents only and can be purchased at Town Hall, on-line or at the Jackson Cove Gate House. The cost is \$20 for the season. They are non-transferable. Non-resident day passes may be purchased for \$25 per car. Town residents may also purchase a boat permit to use the Jackson Cove Boat Ramp. The cost is \$50 per vessel. A non-resident boat permit may also be purchased for \$350. A boat pass is not required for kayaks, canoes or paddle boards. All proceeds from these permits goes back into the maintenance and improvements at Jackson Cove. Examples of these are adding more sand, new life guard chairs and a new swim rope.

Staff:

The Parks and Recreation staff is comprised of a full-time director, part-time office assistant and 2 seasonal maintenance personnel. In the summer we hire approximately 20 summer employees to for summer camp and 20 lifeguards for Jackson Cove. We retain some of the lifeguards throughout the school year to work at the Oxford High School Pool during Open Swim Nights.

TOWN OF OXFORD

PLANNING & ZONING COMMISSION

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
Phone: (203) 828-6512 · Email: pandz@oxford-ct.gov
www.Oxford-CT.gov



PLANNING & ZONING - ANNUAL REPORT

July 1, 2016 TO June 30, 2017

The duties and responsibilities of the Planning & Zoning Commission are governed by Chapter 124 and Chapter 126 of the Connecticut General Statutes, the Town of Oxford Zoning Regulations, and the Plan of Conservation and Development.

The Planning & Zoning Commission is comprised of seven (7) elected members and three (3) alternates. The elected members serve overlapping terms of four (4) years each and the alternates are appointed by the Board of Selectmen. New officers are elected by the Commission every two (2) years, concurrent with the Town Elections.

The functions and responsibilities of the Planning & Zoning Commission include the preparation and adoption of a Plan of Development and the Plan of Conservation and Development "POCD". The Commission is also responsible for the preparation, adoption, and implementation of zoning and subdivision regulations that protect the health, safety and welfare of the Town, as specified in Chapters 124 and 126 of the General Statutes.

PROJECTS

This year the Commission appointed a subcommittee that is currently in the process of updating the Plan of Conservation and Development in accordance with CT General Statutes. Once the subcommittee completes the amendments and revisions, the Commission will hold a Public Hearing before presenting the final amended POCD. The current subcommittee has contracted with Turner Miller Group New England to assist in updating the Plan of Conservation and Development. The Town must appropriate reasonable funds for the preparation, adoption, implementation, review and amendment of the Plan of Conservation and Development.

The Commission has appointed a subcommittee to update the Policies and Procedures of the Planning & Zoning Commission. The last update was in 1996.

PLANNING & ZONING DEPARTMENT STAFF

The Town of Oxford employs two full time hired staff members that manage the Planning & Zoning Department on a daily basis. The Zoning Enforcement Officer works 37.5 hours per week, and the Administrative Secretary works 32 hours per week and the office is open from 9:00 AM-5:00 PM

Monday thru Friday and on Mondays from 5:00 PM-7:00 PM. Occasionally, a part time employee or floater is assigned to the department. The increase in staff is needed to handle many tasks and time consuming projects that are beneficial to the overall department.

EXPERTS AND CONTRACTED SERVICES

The Commission contracts with Jim Galligan, of Nafis & Young Engineers to review applications that require specific and detailed expertise. They also contract with Town Planner, Brian Miller, of Turner Miller Group of New England. These contracted services used consistently with most applications that require review and comments to determine the applicability of the zoning regulations and preparation of detailed conditions that preserve the Town while encouraging growth.

The Commission at times also requests opinions from various legal counsel regarding procedures, violations, complaints and complex applications. There is also a necessity for legal counsel when the Commission is in litigation over any application. This year the Commission has used three (3) attorneys for various litigation items, zoning complaints and Freedom of Information requests. The Commission is currently in litigation with Timberlake Development Partners V, LLC and Garden Homes Management Corporation.

The Commission also requests various other experts from time to time depending on the project and/or application (i.e., traffic engineers, acoustical engineers, etc.)

MEETINGS

The Planning & Zoning Commission meets the 1st and 3rd Tuesday of each month. The meetings run between two (2) and four (4) hours long depending on the applications before the Commission. This year the commission has had twenty-one (21) Regular Meetings and nineteen (19) Special Meetings and/or Public Hearings.

The amount of special meetings and/or public hearings increased because of the current major developments on Route 67 and in the Industrial Zone. In addition, the Commission has received applications for affordable housing under CT General Statute §8-30g and an assisted living facility.

REVENUE

The Planning & Zoning Commission uses a fee schedule that was last revised in 2014. The schedule is used to calculate the fees of many various types of applications within different zones in Town. The applications are submitted to the Planning & Zoning Department, processed and then presented to the Commission when applicable. Any fees paid to the Planning & Zoning Department are submitted to the Finance Department and deposited into the General Fund.

EDUCATION

Staff and members of the Commission are encouraged to attend classes and seminars that cover various topics that relate to changing laws and statutes that govern Planning & Zoning and Freedom of

Information. Newly elected Commission members are encouraged to take Basic & Advanced Land Use Training, which is offered each year.

CONCLUSION

The Planning & Zoning Commission must take serious consideration of all aspects of applications and how their decisions on applications will affect the health, safety and welfare of the residents of Oxford. It is their desire to maintain Oxford's rural character while encouraging development in the industrial and commercial zones. The Commission is working diligently to incorporate commercial and industrial property development appropriately in Oxford, and at the same time protect the rural character and integrity of the Town and its residents while abiding by statutes that govern their responsibilities and actions.

Respectfully Submitted,

Arnold Jensen, Chairman
Planning & Zoning Commission

MEMORANDUM

DATE: August 9, 2017
TO: Selectmen's Office
FROM: Registrars of Voters
RE: 2016-2017 Annual Town Report

Registrars of Voters' Written Annual Report

During the fiscal year 2016-2017, we performed the town's canvass procedure with the NCOA Canvass by Mail System. In the effort to keep our voter list updated, we also sent canvass notice to all voters who have not voted in the last four years.

The Town held one Budget Referendum, one Special Election for State Senate, and one Presidential Election. EDR (same day registration and voting) was held simultaneously with the November Election, in the Registrar's Office.

During 2016-2017 the Registrars completed and passed their certification program and exam. We are now Certified Registrars of Voters in the State of Connecticut.

In all, we registered 1,149 new voters, an increase of 42% over last year. We also made 671 Changes and 688 Removals to the Official Voter List.

Respectfully submitted,

Linda J. Crowe
Joanne M. Jelenik
Registrars of Voters



Oxford Resident State Trooper's Office
429 Oxford Road
Oxford, Connecticut 06478-1231
Telephone 203-888-4353
Fax # 203-888-1734



ANNUAL REPORT
For
THE OXFORD RESIDENT TROOPERS OFFICE
JULY 1, 2016- JUNE 30, 2017

Total Calls for Police Service: 8730

Motor Vehicle Stops

Citations Issued: 260

Warnings Issued: 288

Driving Under the Influence Arrests: 12

Reports Filed

Accidents: 209

Fatal: 2

Serious injury: 5

Criminal investigations & Other Reportable Police Cases: 341

Miscellaneous police services rendered: 7604

Staffing:

Total staffing for the year was 16 sworn officers Combination of Resident State Troopers and 11 Oxford town Police Officers 10 full and 1 Part time. Two State Troopers were assigned to Oxford from 7/1/2016 to 12/31/2017 due to two Oxford Officers being off on extended sick leave.

Respectfully submitted

Sgt. Daniel J. Semosky #233

Resident Trooper Supervisor/Oxford Police Commander

SENIOR SERVICES
TOWN OF OXFORD
ANNUAL REPORT – FISCAL YEAR 2016-2017

The Oxford Senior Center is the hub of the town's senior services. The Center welcomes any individual age sixty or above to become a member. The Center is open five days a week Monday through Friday, 9:00 am to 5:00 pm. As of June 30, 2017, we had 1018 members. Our membership term runs for a year beginning January 1st of each year. We offer a wide variety of programs to support a quality of life that is healthy and active in a safe, friendly, fun atmosphere. The needs of our senior population are met by working in conjunction with our local medical community, police department, fire departments, ambulance department, state agencies, national organizations, as well as independent professionals and Oxford schools. Socialization programs allow an opportunity for members to make new friends and to add to their support system. Affordable nutritious lunches are offered through TEAM Community Action in addition to other opportunities to enjoy hot meals throughout each month. We offer reliable and safe transportation options for our elderly and disabled adult Oxford residents. The Center offers volunteer opportunities to young adults in our community.

The Elderly Commission consists of six members of the community responsible for focusing on and offering solutions to the needs of our elderly residents. The Commission helps to foster understanding, respect and involvement of elderly residents in all aspects of community life.

Our Municipal Agent is available to the seniors to disseminate information regarding services and benefits available to the elderly and to assist them in applying for these services. A monthly discussion group led by the Municipal Agent is offered to all who may have similar problems and challenges such as living alone, facing fears, coping with loss, mistreatment or just feeling overwhelmed by daily responsibilities.

On a daily basis the activities and programs offered are well attended with a steady attendance throughout the year. Offsite we hold an annual picnic for all members at Jackson Cove town facility and a Christmas party at various sites. A wide variety of trips are offered throughout the year locally and abroad. Each year our membership has increased and we are very proud of our reputation as a very warm and friendly center. The staff works very hard to offer programs that appeal to a wide variety of interests. The following programs were offered from July 1, 2016 through June 30, 2017.

Health and Wellness Programs

Ask a Pharmacist	Foot Clinics
Blood Pressure Screening	Flu Vaccine Clinics
Bocce	Pre-Diabetes Classes
Cooking Classes	Acupuncture
Flex, Fit & Fun Exercise	Zumba Gold
Walking	Yoga
Tai Chi	Municipal Agent/ Social Services
Hearing Screening	Ballroom Dance Lessons

Health and Wellness Programs Continued

Nutrition Presentations
Wii Bowling
Better Balance
Foot Care Clinic

Reiki
Strength Training
Healthy Eating

Presentations/Speakers

AARP Tax Preparation
AARP Driver Safety Class
American Red Cross
Griffin Hospital Parish Outreach
Oxford Girl Scouts
American Legion, Miles S. Post #174
Derby Melodeers
Oxford High School Football Team
John Somero Medicare Presentation
Drazen Law Group
The Hearth at Southbury
Home Care Connecticut
The Lutheran Home Southbury

VITAS Innovative Hospice Care
Constellation Health Services
Grand Care Companions
The Watermark At East Hills
Masonicare
Maplewood Communities
Hearing Aid Specialist of CT
Oxford Middle School Band & Choir
Market 32 Pharmacy
TEAM Agency
Visiting Angels
Pomperaug Health District
CT SNAP Food Program

Socialization Programs

Billiards
Book Club
Pastel Painting Classes
Cooking Classes
Day Trips
Board Games
Knitting
Will Bowling Tournaments
Volunteer Appreciation Lunch
Let's Talk About It Discussion Group
Continental Breakfast

Bingo
Crafts
Luncheons
Choral Group
Card Games
Mah Jongg
Quilting
Grandparents Day
Ice Cream Social
Crochet Group
Veterans Appreciation Program

Socialization Programs Continued

Sing-a-long

Movies

Historical Presentations

Coloring Book Fun

Comedy Central

Musical Entertainment

Monthly Birthday Social

Transportation

The Center has 4 Vehicles (3 are Wheelchair Accessible), 4 part-time drivers, 1 scheduler

Medical Transportation – Monday through Thursday

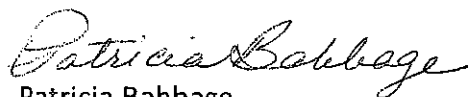
Shopping – Tuesday Off Site Trips – Educational/Recreational

General Transportation – Personal care, banking and Town Hall as needed

Transportation is provided to and from the Center for programs.

The Center has 1 part-time custodian.

Respectfully submitted,



Patricia Babbage

Director of Senior Services



TOWN OF OXFORD

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
Phone: (203) 888-2543 Fax: (203) 888-2136

Board of Selectmen 2016 – 2017 Annual Report

In the last year the town has worked hard to maintain fiscal responsibility, expand economic development and upgrade the infrastructure.

The town now enjoys a 2AA rating with Moody's. We have paid off \$10 million dollars in total debt even after funding new projects. In fact Moody's commented that the town is well run financially and the mill rate at 22.21 is one of the lowest in New Haven County.

Some of the significant economic development has been the Stilh Corp., CPV, Adam Equipment, Kovac Construction, Balfour, Executive Aircraft Interiors, Greenleaf Energy, Burns Construction Pheasant Run, XAL, Guerrera Construction, RBC and Quarry Walk.

The town is in the process of constructing a new library and the town is beginning a new recreation project at Tetlak Park and has completed two softball fields there.

The town is also in the process of building a new Middle School which will add to the efficiency of the town's educational system. The town is also in negotiations to buy Colonial Tavern for the use of Park and Recreation and plans are in the works for a sidewalk and park which will run the length of Route 67 and will interface with the Quarry Walk commercial development.

This year the town also entered into a cost sharing agreement with Seymour and Beacon Falls for the use of other equipment.



TOWN OF OXFORD
S.B. CHURCH MEMORIAL TOWN HALL
486 OXFORD ROAD, OXFORD, CONNECTICUT 06478

TAX COLLECTOR

August 30, 2017

To: Mr. George Temple, Esq.
First Selectman, Town of Oxford
And, Board of Selectmen
Re: Annual Town Report

Dear Mr. Temple and Board Members,

The Tax Collector's Office always starts the new fiscal year by preparing the Real Estate Tax Bills, Motor Vehicle Tax Bills, and Personal Property Tax Bills due July 1st and January 1st. This year a total of 21,045 bills were sent out by Quality Data Services. Real Estate bills totaled 5,415. Personal Property was 836, and Motor Vehicles started out with 14,722. There were many additional bills for motor vehicles that were left off of the DMV list.

The total tax levied was \$32,636,583.16.

Aircraft bills mailed in October brought in registration fees of \$52,800.00 for a total of 95 registered aircraft.

Sewer Use Fees collected were \$15,462.46.

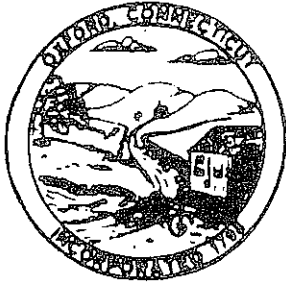
Utilization Fees billed totaled \$1,052.64.

Delinquent bills are mailed out three times a year due to budget constraints. The tax office is using a lockbox, to which taxpayers mail their payments and the payments are processed by Lighthouse Payment Services and deposited into Ion Bank. Then, we receive a report in the tax office, download the report and payments are dispersed among the taxpayer's accounts. This has been very helpful to the office, especially keeping up with the mail.

I would like to thank Ashley Schremmer, Assistant Tax Collector for her dedication and work ethic shown each day. I would also like to acknowledge Kyle Chudoba who was our summer help for a job well done. Both individuals helped to keep collection time running smoothly.

Respectfully submitted,

Sharon Trede, CCMC



TOWN OF OXFORD

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

OFFICE OF THE TOWN CLERK

ANNUAL REPORT FISCAL YEAR 2016-2017

The Town Clerk's actual operating budget for Fiscal Year 2016-2017 was \$182,245.74. Total fees collected were \$425,008.89 of which \$273,306.89 was turned over to the town's general fund as well as \$11,275.00 for Local Capital Improvement and Historical Preservation funds. The remainder of fees collected was for various State of Connecticut agencies. Recorded on the land records this year was 2,362 documents 30 maps and 45 trade names.

The Town Clerk's office applied for and received a grant from the Connecticut State Library for \$4000.00. These funds were for a new records cabinet with 64 roller shelves. The goal for this project was to free up space, organize land record volumes and minute's books and provide a search desk for vault users.

Vitals processed this year were as follows: 105 birth records, 92 marriage licenses, 93 deaths certificates. We licensed 988 dogs and 8 kennels and sold over 653 sport licenses and permits as well as issuing 68 daily permits to hunt.

The Budget passed on May 12, 2016, with a total of 8,367 names on the official check list. Total number of names checked off as voting was 1020. The Municipal vote was 874 yes 146 no, Education was 837 yes 185 no and the Road budget was 903 yes 114 no. All 3 budgets passed.

April 26, 2016 we had Presidential Preference Primary for both the Republican and Democratic parties. November 8, 2016 was the Presidential Election. There were a total 8,908 voters on the actual voter list with 7,309 casting their vote. The Town Clerk's office issued 481 absentee ballots.

It is a pleasure to serve as your Town Clerk. If you have any questions or comments feel free to visit your Town Clerk's Office.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Margaret A. West", written over the printed name.

Margaret A West
Town Clerk



TOWN OF OXFORD

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

Water Pollution Control Authority

8/19/17

Town of Oxford
486 Oxford Road
Oxford, CT 06478

Re: Annual Report for the Fiscal Year of July 1, 2016 to June 30, 2017.

The Oxford Water Pollution Control Authority is a five member appointed board responsible for administering the Water Pollution Control Statutes of the State of Connecticut and the Water Pollution Control Regulations of the Town of Oxford. The Authority meets on the last Wednesday of the month to review and act on applications submitted to the staff of the W.P.C.A.

The W.P.C.A. oversees all the sewers and pump stations. There is about 12.5 miles of public sewer lines in the town and 4 pump stations. We add 4,200 feet of private sewer line this year. There are 4 private sewer areas. In those areas there is about 10.5 miles of sewer lines and 11 pump stations. All the private sewage goes into the town's public sewers. The town has an agreement with Naugatuck for a 1,000,000 {gpd} of sewage and an agreement with Seymour for 250,000 {gpd} of sewage.

The Authority relies on the staff, Scott Halstead, to maintain all paperwork necessary for the files and to more effectively serve the public through out the work week. He also conducts all inspections on any sewer work in the town and all the town pump stations maintenance. The Authority has a clerk, Cynthia Peck, who does paperwork for the Authority. The Authority also employs a part time sewer inspector he also conducts inspections on any sewer work in the town. The Authority also employs the services of Nafis & Young Engineers to review all the technical aspects of complex applications.

Listed below you will find the activities for the Fiscal Year July 1, 2017 to June 30, 2017:

The Authority had 10 Regular Meetings, 5 Special Meetings including Public Hearings, and they processed 11 applications. All of the 11 applications were approved.

The Authority, through the W.P.C.A. staff, processed 196 building applications. Among those 196 applications, 91 were for Certificate of Occupancies. The W.P.C.A. staff worked 2,811 hours, conducted 489 inspections, and the maintenance of the pump stations. The sewage flow for the Fiscal Year was about 68,000,000 {gal}. There were 35 alarms set off at the pump stations and there was 0 by - passes of waste.

The Water Pollution Control Authority collected \$ 444,396.87 in town sewer user and hookup fees. The Water Pollution Control Authority annual budget for the Fiscal Year July 1, 2016 to June 30, 2017 was \$ 645,478.00 and expenditures for the year are \$610,246.20

As the Town of Oxford moves into the future, the Authority anticipates further growth with more sewer areas and more pump stations. As a result, the work load and responsibility of the staff will increase.

Sincerely,

Chairman
Fred D'Amico