

MINUTES
**Board of Selectmen's
Regular Meeting**

Wednesday, February 6 , 2013
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 Jeffrey Haney, Selectman Dave McKane.
Also present: Joanne Pelton, Administrative Assistant.

ACCEPTANCE OF MINUTES

1. 1/16/13 Regular Meeting

MOTION:

Selectman Haney moved to approve the 1/16/13 Regular Meeting minutes as presented. This was seconded by First Selectman George Temple. (2) Ayes (1) Abstention by Selectman McKane. Motion passes.

AMENDMENT OF AGENDA

1. Hiring of part-time Police Officer

MOTION:

Selectman McKane moved to amend the agenda to hire a part-time police officer in Oxford. This was seconded by Selectman Haney. All (3) Ayes. Motion passes unanimously.

2. Economic Development Commission – Appoint Barry Schiff

MOTION:

Selectman Haney moved to amend the agenda to add Economic Development Commission – Appoint Barry Schiff under Appointments. This was seconded by Selectman McKane. All (3) Ayes. Motion passes unanimously.

APPOINTMENTS

1. Cultural Arts Commission – Re-Appoint Cynthia Soucy, Ashleigh Smith and Appoint Patricia Pace

MOTION:

Selectman McKane moved to re-appoint Cynthia Soucy, of 241 Quaker Farms Road and Ashleigh Smith, of 312 Chestnut Tree Hill Road, both to the Cultural Arts Commission with terms to commence immediately and expire on 12/31/15 and to appoint Patricia Pace, of 297 Loughlin Road also to the Cultural Arts Commission with a term to commence immediately and expire on 12/31/13; all as presented and recommended by the Cultural Arts Commission. This was seconded by Selectman Haney. Discussion: First Selectman Temple added that the commission members are enthusiastic and do a great job and that he endorses this appointment. All (3) Ayes. Motion passes unanimously.

2. Parks & Recreation Commission – Appoint Glen Schumitz

MOTION:

Selectman Haney moved to appoint Glen Schumitz, of 197 Freeman Road, to the Parks and Recreation Commission with a term to commence immediately and expire on 12/31/15; as presented and recommended by the Parks and Recreation Director in her letter dated 1/31/13. This was seconded by Selectman McKane. Discussion: Selectman McKane noted that he knows Glenn will work hard and do a good job on this commission. All (3) Ayes. Motion passes unanimously.

3. Roads Commission – Re-Appoint Glen Persson, Appoint Arnold Jensen and Laura Condon

MOTION:

Selectman Haney moved to re-appoint Glen Persson, of 124 Hawley Road, and appoint Laura Condon, of 30 Laura Lane, both to the Roads Commission with terms to commence immediately and expire on 12/31/15 and to appoint Arnold Jensen, of 21 Apple Drive, to the Roads Commission with a term to commence immediately and expire on 12/31/13. This was seconded by Selectman McKane. Discussion: Selectman McKane asked if the commission is expanding and First Selectman Temple indicated that this is not the case. There were recent resignations that caused the need for these appointments. All (3) Ayes. Motion passes unanimously.

4. Economic Development Commission – Appoint Barry Schiff

MOTION:

Selectman McKane moved to appoint Barry Schiff, of 130 Country Club Drive, to the Economic Development Commission with a term to commence immediately and expire on 12/31/14. This was seconded by Selectman Haney. All (3) Ayes. Motion passes unanimously.

AUDIENCE OF CITIZENS

David Stockard of 144 Punkup Road commented to the Board that they are doing a great job. He spoke about the December 5, 2012 meeting in which the Board moved to withdraw the request for an incentive housing zone on Route 67 in Town. First

Selectman Temple indicated that the Board voted to approve the Resolution to withdraw the Incentive Housing Zone Regulations Application at that meeting.

Roger O'Toole, One Shannon Court commented that he is very busy and will not have time to be on the Quaker Farms Roof Replacement Project Committee.

NEW BUSINESS

1. Twin Brooks Subdivision Plan and Upper Portion Property Transfer to Oxford Housing Authority – Approve

Kathleen O'Neil, Grant Writer, attended the meeting.

MOTION:

Selectman Haney moved to remove this matter from the table. This was seconded by Selectman McKane. All (3) Ayes. Motion passes unanimously.

MOTION:

Selectman Haney moved to approve the subdivision of the Twin Brooks' property, identified on Tax Assessors map as Map 19, Block 28, Lot 23 and Map 19, Block 28, Lot 10, and to approve the transfer of the upper portion of this property to the Oxford Housing Authority for the construction of 80 new affordable senior housing units, as depicted in the subdivision map prepared by Town Engineer James Galligan; as presented and requested by the Grant Writer in her letter dated 12/20/12

CONTINGENT UPON the review and approval of Town Counsel. Also, to request a Connecticut General Statute 8-24 referral be conducted by the Planning & Zoning Commission. This was seconded by Selectman McKane. Discussion: Kathy O'Neil indicated that the Town is looking to create affordable housing. An opportunity to do this came up due to Gov. Malloy appropriating funds for new construction for affordable housing. In Oxford there are thirty-four units that are recognized as affordable senior housing. There is a grant available that has given the Town the opportunity to build eighty more units on the land that was originally planned to be used for the high school. This Motion will allow Oxford Housing Authority will make application for a predevelopment grant and a CHAMP grant from the State. She noted that there is a substantial amount of money that could be given to the Oxford Housing Authority. First Selectman Temple noted that the new units would give the Town credit for affordable housing and he noted that the need is great for affordable senior housing. He also noted that he will include on the Deed (land being donated from Town to Oxford Housing Authority) a condition that they receive grant funds in an amount that is sufficient to build the units and that before the Deed is signed, all costs (such as attorney fees, engineering costs, grant writer fee) must be paid. The map of the land which was prepared by Nafis & Young was reviewed. Selectman McKane voiced his concern that the land be returned to the Town in the event the grant is not received. Discussion ensued about the concern that the unused portion of land that will surround the new affordable housing units will not be accessible and may be deemed unusable. The Board agreed that James Galligan, Andy Ferrillo and Chairman of Oxford Housing Authority should attend the next Board meeting to review this matter.

MOTION:

Selectman McKane moved to Table this matter. This was seconded by Selectman McKane. All (3) Ayes. Motion passes unanimously.

2. Transportation Dispatcher/Driver Job Description – Approve Amendments

MOTION:

Selectman Haney moved to remove this matter from the table. This was seconded by Selectman Haney. All (3) Ayes. Motion passes unanimously.

MOTION:

Selectman Haney moved to approve the proposed Transportation Dispatcher/Driver Job Description as amended; as presented and recommended by the Senior Center Director in her letter dated 1/3/13. This was seconded by Selectman McKane. Discussion: Selectman Haney informed the Board that an employee is retiring who handled many of the duties in this job description. The job description is amended to clarify what the duties are for the position in order to find a replacement. First Selectman Temple asked for confirmation that this position is in the budget and Joanne confirmed this.

Selectman Haney amended the Motion to include that the position is Part Time and not to exceed 20 hours per week. This was seconded by Selectman McKane. Discussion: First Selectman Temple added that there will be no benefits given to the person in this position and the pay will be at a starting salary. Selectman McKane noted that this position is a driver and has other duties and should make more money than a driver. It was noted that the driver's salary is supplemented by a grant. (2) Ayes. (1) Abstention by Selectman Haney. Motion passes.

3. Establish the Quaker Farms Roof Replacement Project Committee, Approve Charge and Appoint Members

MOTION:

Selectman Haney moved to remove this matter from the table. This was seconded by Selectman McKane. All (3) Ayes. Motion passes unanimously.

MOTION:

Selectman McKane moved to approve the Charge as written for the Quaker Farms Roof Replacement Project Committee. This was seconded by Selectman Haney.

**CHARGE FOR THE
QUAKER FARMS ROOF REPLACEMENT PROJECT COMMITTEE**

The charge to the Quaker Farms Roof Replacement Project Committee is to plan, obtain all necessary authorizations, and then to coordinate the construction and installation of a

new roof for the Quaker Farms School that will provided a long term safe, secure and cost effective facility improvement at Quaker Farms School.

The project is to provide a new roof on the roof at Quaker Farms School including any associated infrastructure improvements related thereto as required to replace the existing roof.

The Quaker Farms Roof Replacement Project Committee will work closely with the Board of Education to understand the Educational Specifications. They will interact with design professionals/architects to complete the project. The Committee will recommend to the Board of Selectmen a construction format and preparation of bid documents. The Quaker Farms Roof Replacement Project Committee is responsible for directing this project from the Educational Specifications to the final acceptance of the complete project by the Board of Education and the State Department of Education.

The Quaker Farms Roof Replacement Project Committee is appointed by and is responsible to the Board of Selectmen. A project plan with a time line will be developed and presented to the Board of Selectmen. Progress reports and a timely reporting of significant developments will be made to the Board of Selectmen and the Board of Education. The Quaker Farms Roof Replacement Project Committee will be governed by Charter and applicable State Statutes.

All town staff, appointed and elected officials shall be available to the Quaker Farms Roof Replacement Project Committee to assist in this project.

Discussion: First Selectman Temple noted that he would like seven members on this committee and this was agreed upon. Selectman McKane noted that a liaison from Board of Finance and Board of Education should be included. The committee will be appointed at the next regular Board meeting. All (3) Ayes. Motion passes unanimously.

4. Jensen Farm Estates, Sections I and II Bond Release Request – Approve

MOTION:

Selectman Haney moved to approve the release of the Maintenance Bond for Jensen Farms Estates, Section I, in the amount of \$51,823.00, and also the release of the Maintenance Bond for Jensen Farms Estates, Section II, in the amount of \$41,646.00; as presented and recommended by the Planning & Zoning Commission in their Memorandum dated 1/16/13. This was seconded by Selectman Haney. First Selectman Temple commented that he will disqualify himself due to the fact that he lives on Jensen Farm Road. (2) Ayes (1) Abstention by First Selectman Temple. Motion passes.

5. Solid Waste/Recycling Permit Licenses – Approve

MOTION:

Selectman Haney moved to approve the following Solid Waste/Recycling Permit Licenses as approved by the Recycling Coordinator:

- USA Hauling & Recycling, 15 Mullen Road, Enfield, CT 06082
(Solid Waste and Recycling)

- City Carting, Inc., 8 Viaduct Road, P. O. Box 17250, Stamford, CT 06907
(Solid Waste)

This was seconded by First Selectman Temple. Discussion: Selectman McKane commented that he will disqualify himself due to the fact that he works for the Public Works Department. (2) Ayes (1) Abstention by Selectman McKane. Motion passes.

6. Hire Joanne Jelenik as Senior Center Floater

MOTION:

Selectman McKane moved to approve hire Joanne Jelenik as the Senior Center Floater with a pay rate of \$17.00 per hour, which will be effective until June 30, 2013, and a start date of Monday, February 11, 2013. This was seconded by First Selectman Temple. Discussion: First Selectman Temple spoke about the need to have the Senior Center open five days a week and commented that Joanne is a good person for this position. Board members discussed the pay rate and it was noted that the Finance Director approved this amount. (2) Ayes (1) Abstention by Selectman Haney. Motion passes.

7. Small Cities Grant Program for Residential Rehabilitation Resolution – Approve and Authorize First Selectman to Sign

Kathleen O'Neil attended the meeting.

MOTION:

Selectman McKane moved to approve the following Small Cities Grant Program for Residential Rehabilitation Resolution and to authorize the First Selectman to sign, as presented and recommended by the Grant Writer in her letter dated 2/4/13:

RESOLVED that the Board of Selectmen approves the application for the Small Cities Grant Program for Residential Rehabilitation in the amount of \$400,000.00. The Board of Selectmen further authorizes George R. Temple to sign and execute any required documents for this application.

This was seconded by Selectman Haney. Discussion: Kathy O'Neil noted to the Board that the Resolution should include that the application is through the Department of Economic and Community Development.

Selectman McKane amended his motion to approve the following Small Cities Grant Program for Residential Rehabilitation Resolution and to authorize the First Selectman to sign, as presented and recommended by the Grant Writer in her letter dated 2/4/13:

RESOLVED that the Board of Selectmen approves the application for the Small Cities Grant Program through the Department of Economic and Community Development for Residential Rehabilitation in the amount of \$400,000.00. The Board of Selectmen further authorizes George R. Temple to sign and execute any required documents for this application.

This was seconded by Selectman Haney. All (3) Ayes. Motion passes unanimously.

8. Report of First Selectman

First Selectman George Temple reported that he received an email from Neil Lustig of Pomperaug Health who reported that 3328 flu vaccines were administered (serving three towns). While some doctors were not able to serve all their patients, Pomperaug Health met the needs of all who came to them. There will be one more clinic to be held for individuals who make an appointment.

A letter was received from the Mayor of Rockville which talks about a nursing home facility that had closed in his town. The Mayor found out through a press conference that the State purchased it and planned to open it as a nursing home for prisoners. Notification was not given to Rockville prior to the opening of the facility. He is looking for legislation for community input prior to an action like this taking place. First Selectman Temple noted that he wrote a letter to the Mayor offering assistance (with copies to Sen. Labriola and Sen. Kane).

He spoke about the Airport Enterprise Zone and indicated that the major incentive is that businesses that build in this zone pay 20% of the local property tax for the first five years. The State will pay the 80% of the local property tax for those five years. The Airport Enterprise Zone has not been established by the State. Businesses will wait until the zone is established to move into Town.

AMENDMENTS

1. Hiring of part-time Police Officer

MOTION:

Selectman Haney moved to hire Scott McCue to serve as a part-time police officer in Oxford with a starting salary of a patrolman, per union contract, with no benefits. This was seconded by Selectman McKane. Discussion: First Selectman Temple noted that Scott has been a police officer in Oxford before and recommends him. All (3) Ayes. Motion passes unanimously.

2. Economic Development Commission – Appoint Barry Schiff

See appointments – Item 4.

AUDIENCE OF CITIZENS

David Stockard, 144 Punkup Road asked for the starting salary for a patrolman. Joanne Pelton will have the information in the office tomorrow.

Kathy O'Neil thanked the Board of Selectmen for instigating the grant from Naugatuck Savings Bank to help pay for the scoreboard at the new field at Oxford High School. First Selectman Temple noted that the grant is for \$27,000.

Dave McKane noted that a hearing was being held in Seymour to discuss the traffic circle and \$2 Million to be spent by the State for improvement. He commented that \$2 Million could be spent in areas that are more important.

Dave McKane spoke about a street light on East Hill Road that is located on an unused driveway owned by a resident and that Public Works has no knowledge of the light. Selectman Haney indicated that he will look into it.


ADJOURNMENT

MOTION:

Selectman McKane moved to adjourn the meeting at 8:55 PM. This was seconded by Selectman Haney. All (3) Ayes. Motion passes unanimously.

Respectfully submitted subject to approval,


Marni Soss, Clerk

13 FEB 12 PM 4:43
TOWN OF OXFORD, CT

TOWN CLERK