

MINUTES  
**Board of Selectmen's  
Regular Meeting  
Wednesday, April 3, 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, Selectmen Dave McKane.  
Also present: Joanne Pelton, Administrative Assistant, James Hliva, Finance Director, James Galligan and Attorney Kevin Condon.

**ACCEPTANCE OF MINUTES**

**1. 3/20/13 Regular Meeting**

**MOTION:**

Selectman McKane moved to approve the 3/20/13 Regular Meeting minutes as presented. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

**AMENDMENT OF AGENDA**

**1. Tax Refunds**

**MOTION:**

Selectman Haney moved to amend the agenda to add Tax Refunds. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

**2. Fund Raising Activity – Prior Approval Requirement Resolution**

**MOTION:**

Selectman Haney moved to amend the agenda to add Fund Raising Activity – Prior Approval Requirement Resolution. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

**3. Otter Rock Trails property**

**MOTION:**

Selectman Haney moved to add to the agenda to be placed on the table for the acceptance of parcel number 50346600 for conveyance as open space in return for forgiveness of taxes due to the Town of Oxford. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

## **APPOINTMENTS**

### **1. Oxford Center School Building Committee – Appoint Robert Slie**

#### **MOTION:**

Selectman Haney moved to appoint Robert Slie, of 71 Bee Mountain Road, to the Oxford Center Building Committee. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

### **2. Quaker Farms Roof Replacement Project Committee – Appoint Eric Benzon**

#### **MOTION:**

Selectman Haney moved to appoint Eric Benzon, of 60 Punkup Road, to the Quaker Farms Roof Replacement Project Committee. This was seconded by Selectman McKane. Discussion: First Selectman Temple noted that Eric is a roofer and will be an asset to the committee. All (3) Ayes. Motion carries

### **3. Website Committee – Appoint Tom Adamski, Pat Blanko, Jessica Pennell, and Joe Rasberry**

#### **MOTION:**

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

#### **MOTION:**

Selectman Haney moved to appoint the following members to the Website Committee with terms to commence immediately:

Jessica Pennell, 17 Redwood Drive, term to expire 12/31/13  
Tom Adamski, 17 Council Drive, term to expire 12/31/14  
Joseph Rasberry, 16 Greenbriar Road, term to expire 12/31/15  
Patricia Blanko, 55 Rees Drive, term to expire 12/31/16

This was seconded by Selectman First Selectman Temple.

Vote:

Jessica Pennell – Unanimous

Tom Adamski – Unanimous

Joseph Rasberry – (2) Ayes – (1) Nay by Selectman McKane

Patricia Blanko – Unanimous. Motion carries.

*Note: The Town Clerk will have oversight of website and its contents.*

## **AUDIENCE OF CITIZENS**

None.

## **NEW BUSINESS**

### **1. Leda Quirke Certificate and Plaque Presentation**

First Selectman Temple noted that Leda is retiring from being a reporter for Voices Newspaper after thirty-five years of service. He presented her with a Plaque of Appreciation which states she had outstanding dedication, exceptional journalism and provided continuous coverage of the Town of Oxford. He noted that Leda has always been accurate and dedicated to her job and the Town has grown to love and respect her. He wished her the best in the future.

### **2. Oxford High School Wrestlers Certificate Recognitions**

*Coach Ben Blue and members from the team attended the meeting.* First Selectman Temple noted that he is proud of the individuals on the team for their hard work, effort and dedication. The team came in third in the State in Class S (of forty schools in the division). He presented certificates of achievement to the following team members: Danny Carbonaro, Brandon Cruthers, Evan Curtis, Will Denslow, Yarush Lerd, Nick Lombardi, Alex Marticks, Steve Pearson, Gilly Rivera, Andy Temple and Jim Winger.

**Motion** to go to recess made by Selectman McKane at 7:55 p.m. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

**Motion** to come out of recess made by Selectman Haney at 8:00 p.m. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

### **3. Great Hill Road Discussion with Town Engineer**

*James Galligan, Town Engineer and Attorney Kevin Condon attended the meeting.* First Selectman Temple noted that no discussion will be made regarding negotiations with the contractor. Jim Galligan noted that Birm-1 Construction Company completed the majority of the work last year. There are eight to ten items that remain on the punch list. The contractor reported to the engineering firm that he will be going back out to do additional work. The engineering firm has met with homeowners from the area who have concerns. He will meet with the contractor to set dates to meet with the homeowners again to address the issues. Drainage problems were discussed and determination of the problem is being assessed. If the problem is related to the contractor, the repairs will be made at his expense. Catch basins and the angle in which they were placed were discussed. Jim noted that this issue is on the punch list (to be fixed at the contractor's expense). Selectman McKane asked about the guardrails near the pond and it was noted that this was not part of the road reconstruction project. Discussion of expenses incurred for Police coverage during period of time when road was closed was discussed. Attorney Condon noted that the punch list was lengthy and is down to approximately eight items at this point. Numerous items have been taken care of by the contractor. If the matter ever gets to the point of litigation, it would probably be handled as an arbitration matter.

**4. Donate Life Month Proclamation**

**MOTION:**

Selectman Haney moved to approve the following Donate Life Proclamation and to authorize the First Selectman to sign:

**PROCLAMATION**

**WHEREAS**, one of the most meaningful gifts a human being can bestow on another is the 'gift of life' through organ and tissue donation;

**WHEREAS**, more than 110,000 men, women and children wait for a life-saving organ transplants, of which over 1,200 reside in Connecticut;

**WHEREAS**, the need for organ and tissue donation grows daily as a new patient is added to the waiting list for an organ transplant every 11 minutes;

**WHEREAS**, the critical donor shortage remains a public health crisis as an average of 19 Americans die daily due to a the lack of available organs;

**WHEREAS**, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives, donation of tissues and eyes can save and enhance the lives of more than 50 others;

**WHEREAS**, over one million Connecticut residents have registered their decision with the Connecticut DMV Organ and Tissue Donor Registry to ensure their wishes to be organ and tissue donors are honored;

**WHEREAS**, Connecticut residents can designate their wishes to be a donor when applying for or renewing their driver's licenses or ID cards or registering online at [www.DonateLifeNewEngland.org](http://www.DonateLifeNewEngland.org);

**WHEREAS**, this observance pays tribute to organ and tissue donors and their families whose decision to Donate Life enables others to receive life-saving organs and tissues for transplant;

**NOW, THEREFORE, BE IT RESOLVED** that in recognition of National Donate Life Month, the Month of April is hereby proclaimed "**DONATE LIFE CONNECTICUT MONTH**" in the Town of Oxford and in doing so we encourage all Connecticut residents to say "YES" to donation to Save Lives.

This was seconded by Selectman McKane. Discussion: First Selectman Temple noted that this is a worthy cause and he supports this proclamation. Selectman McKane noted that he also supports this proclamation. All (3) Ayes. Motion carries.

**5. Oxford Center School Charge**

**MOTION:**

Selectman McKane moved to approve the following Oxford Center School Building Committee Charge:

Oxford Center School Building Committee Charge

The charge of the Oxford Center School Building Committee is to plan, obtain all necessary authorizations, and then coordinate the construction of a school facility that will continue to meet the Town's educational needs for the foreseeable future. The OCSBC is not responsible for selecting a site for a new school.

The Oxford Center School Building Committee (OCSBC) will work closely with the Board of Education. The OCSBC needs to know and understand the Educational Specifications. They also need to interact with design professionals (i.e. demographer, architect) who are connected with this project. The OCSBC is responsible for directing this project from Educational Specifications to final acceptance of the completed project by the Board of Education and the State Department of Education through the completion of grant submission to the State of Connecticut.

The OCSBC is appointed by and is responsible to the Board of Selectmen. A project plan with a timeline and significant deliverables will be developed and presented to the Board of Selectmen. Progress reports, along with timely reporting of any significant developments, will be made to the Board of Selectmen and copied to the Board of Education. The OCSBC will be governed by Town Charter, Town Code of Ordinances and applicable Statutes. OCSBC members serve at the will and pleasure of the Board of Selectmen.

Communication with all professionals hired through the OCSBC and with town staff and officials should be coordinated and discussed at OCSBC meetings.

The project goal is to build the most cost effective school facility in a timely manner. Cost effectiveness related to both construction costs and future maintenance costs. The OCSBC shall determine current cost projections and decide whether, based on those cost projections, there should be swift but due diligence to investigate construction or design methods that could result in substantial cost reductions without sacrificing the educational and civic requirements incorporated into the current design. Any investigation must have a prompt timeline.

The OCSBC shall establish a timeline to submit construction of the school to the voters of the Town at a referendum.

There shall be one (1) liaison from the Board of Education and one (1) liaison from the Board of Finance. The role of the liaisons will be to have full participation in discussion and planning but will have no voting rights.

All town staff, appointed and elected official shall be available to the OCSBC and, whenever possible, questions should be submitted to town staff or official for written

responses to the OCSBC. If attendance at OCSBC meetings is desired, the request shall be made in writing.

The OCSBC shall freely and vigorously discuss all issues.

This was seconded by Selectman Haney. Discussion: First Selectman Temple requested that Selectman Haney fill in as ex-officio member of the committee due to his expertise. He was asked to attend the meetings and keep the Board of Selectmen informed, which he agreed to do. Selectman McKane agreed to this. First Selectman Temple noted that the Board of Selectmen will find the site for the school. Selectman McKane noted that he agrees that building a new school is a good plan and the most cost effective way to handle the matter. All (3) Ayes. Motion carries.

*An Organizational Meeting will be scheduled for Wednesday, April 24, 2013 at 7:30 PM. All members will be notified.*

**6. Establish School Security Advisory Committee, Approve Charge and Appoint Members**

**MOTION:**

Selectman Haney moved to establish a School Security Advisory Committee and approve the following charge:

Charge of School Security Advisory Committee

The School Security Advisory Committee is charged with the evaluation, review and implementation of any and all security measures deemed necessary for the general safety of all Oxford school facilities.

This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

**MOTION:**

Selectman Haney moved to appoint the following members:

First Selectman George Temple  
Superintendent of Schools, Tim Connellan  
Resident State Trooper, Sergeant Dan Semosky

This was seconded by Selectman McKane. Discussion: First Selectman Temple noted that he is the only Oxford resident on the committee. Spending of funds will be authorized by the Board of Selectmen. All information regarding changes in security will not be made know to the public. All (3) Ayes. Motion carries.

*An Organizational Meeting will be scheduled for Thursday, April 11, 2013 at 10:00 AM. All members will be notified.*

7. **Amend 2012 Grand List Tax Abatements – Approve**

**MOTION:**

Selectman Haney moved to amend the motion made at the 3/20/13 Board of Selectmen's meeting for the 2012 Grand List Tax Abatements to reflect the following:

Item 3: Remove:

**Earthworks Excavating** Personal Property as assessed at \$133,290. This qualifies for Personal Property abatement Program B, Year 1, abatement of 30% on taxes.

Replace with:

GEN-EL-MEC ASSOC., INC., Personal Property is assessed at \$384,660. This qualifies for Personal Property Abatement Program A, year 1, abatement of 25% on taxes.

This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

8. **Town of Oxford's Emergency Operations Plan for Emergency Election Procedures – Approve and Authorize Board of Selectmen to Sign**

**MOTION:**

Selectman Haney moved to approve the Town of Oxford's Emergency Operations Plan for Emergency Election Procedures, as submitted by the Registrars of Voters, and to authorize the Board of Selectmen to sign all three copies. This was seconded by Selectman McKane. Discussion: Selectman McKane suggested that this matter be reviewed by Attorney Condon. Selectman Haney withdrew his motion and Selectman McKane withdrew his second to the motion.

MOTION to Table made by Selectman McKane. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

9. **Department of Transportation Master Municipal Agreement for Construction Projects (MMAC) Resolution – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Haney moved to approve the Department of Transportation Master Municipal Agreement for Construction Projects (MMAC), approve the following Resolution and authorize the First Selectman to sign:

RESOLUTION

RESOLVED, that the Honorable George R. Temple, First Selectman, is hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Construction Projects".

**Motion** to Table was made by Selectman McKane. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

**10. Carriage Estates Phase II and III Bond Release Request**

*James Nemargut of Birdseye Street, Stratford attended the meeting.*

**MOTION:**

Selectman Haney moved to approve the release of the Carriage Estates Phase II and III Performance Bond, in the amount of \$44,434, as requested by the applicant. This was seconded by Selectman McKane. Discussion: Attorney Condon noted that he attempted to reach the Zoning Enforcement Officer today to discuss the matter and was not able to reach him. He suggested that he have an opportunity to review the matter before the bond is released.

**Motion** to Table was made by Selectman Haney. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

**11. Establish Great Oak Garden Committee, Approve Charge, Appoint Members Approve and Authorize Board of Selectmen to Sign**

**MOTION:**

First Selectman Temple moved to Table the establishment of the Great Oak Garden Committee. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

**12. Establish Senior Center Activities Account**

**MOTION:**

Selectman McKane moved to establish a Senior Center Activities Line Item Account which would consolidate twelve accounts as presented and requested by the Elderly Commission in their letter to the Finance Director dated 3/12/13, accounts which are referenced herein.

4000-100-9110-0000 Senior Center Fund Raising  
5000-100-9110-0000 Senior Center Fund Raising  
4000-100-9114-0000 Senior Hot Dog Program  
5000-100-9114-0000 Senior Hot Dog Program  
4000-100-9150-0000 Senior Membership Dues  
5000-100-9150-0000 Senior Membership Dues  
4000-100-9151-0000 Senior Trips  
5000-100-9151-0001 Senior Trips  
4000-100-9152-0000 Senior Instructor Fees



5000-100-9152-0000 Senior Instructor Fees  
4000-100-9153-0000 Senior Caterers  
5000-100-9153-0000 Senior Caterers

This was seconded by First Selectman Temple. Discussion: Jim Hliva explained the reason behind this action and confirmed that the manner in which these accounts are consolidated is done correctly. Vote: (2) Ayes. Selectman Haney recused himself. Motion carries.

**13. Report of First Selectman**

*See page 10.*

**AMENDMENTS**

**1. Tax Refunds**

**MOTION:**

Selectman Haney moved to approve the tax refunds, in the amount of \$13,504.99, as presented and requested by the Tax Collector in her letter dated 4/3/13 and to authorize two signatures. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

**2. Fund Raising Activity – Prior Approval Requirement Resolution**

**MOTION:**

Selectman Haney moved to approve the following Fund Raising Activity Prior Approval Requirement Resolution:

Be it resolved that any Town Department, Board, Commission, Committee, Ad Hoc Committee or any other group acting under the Town of Oxford name, must receive written approval from the Board of Selectmen for any and all fund raisers prior to the event, prior to entering into any contracts or prior to the expenditure of funds for such fund raiser. The approval by the Board of Selectmen will be subject to any funding requirements as state in the Charter of the Town of Oxford.

This was seconded by Selectman McKane. Discussion: Selectman McKane asked if this will affect the Board of Education and he was told no.

Selectman Haney moved to amend his motion to read:

Be it resolved that any Town Department, Board, Commission, Committee, Ad Hoc Committee or any other group acting under the Town of Oxford name, must receive written approval from the Board of Selectmen or the First Selectman for any and all fund raisers prior to the event, prior to entering into any contracts or prior to the expenditure of funds for such fund raiser. The approval by the Board of Selectmen will be subject to any funding requirements as state in the Charter of the Town of Oxford.

This was seconded by Selectman McKane. Discussion: Notice of the amendment to the Resolution will be given to all parties involved. All (3) Ayes. Motion carries.

3. **Otter Rock Trails Property**

Attorney Kevin Condon noted that he received information on this matter from the Assessor and Tax Collector that there are delinquent taxes of approximately \$30,000. Subsequent to meeting with them, he received a letter from Attorney Hoyle who represents the owner of the property and he indicated that they are not in a position to pay the taxes. They would consider signing a deed for the property to the Town and would look for the Town to forgive the taxes that are owed. Attorney Condon noted that foreclosure is an option or tax auction or that the Town considers the above proposal.

Selectman McKane moved to accept 5.18 acres of what is known as Otter Rock Trails, Oxford from Thomas Staffiere & Robert Sobolisky and to forgive the outstanding taxes due in the approximate amount of \$27,209.05. This was seconded by Selectman Haney. Discussion: A Warranty Deed will be received from the owners of the property. All (3) Ayes. Motion passes.

**AUDIENCE OF CITIZENS**

None.

**REPORT OF FIRST SELECTMAN**

First Selectman Temple noted that a blood drive by the American Red Cross will take place in Town Hall on 4/18/13 from 1 p.m. to 6 p.m.

He spoke about the annual Town Wide Cleanup which will take place during the month of April (4/1/13 through 4/30/13). All are encouraged to participate.

Pomperaug Watershed – Clean Up Green Up was promoted. Go to *Pomperaug.org* for further information regarding events and ways to volunteer.

FAA is closing towers at six Connecticut Airports for a day which will occur on 4/7/13 and includes Oxford Airport.

He spoke about volunteering time on 3/25/13 with Meals on Wheels and made deliveries. He commented that it is a very good service and positively impacts many people.

**ADJOURNMENT**

**MOTION:**

Selectman Haney moved to adjourn the meeting at 9:15 PM. This was seconded by Selectman McKane. All (3) Ayes. Motion Carries.

Respectfully submitted, subject to approval

*Marni Soss*

Marni Soss, Clerk

13 APR -5 PM 12:17  
TOWN OF OXFORD, CT  
*Margaret A. West*  
TOWN CLERK