

# MINUTES

## Board of Selectmen's Regular Meeting

Wednesday, August 15, 2012  
7:00 PM - Town Hall

The meeting was called to order at 7 P.M. by First Selectman Temple and the Pledge of Allegiance was recited.

**Present:** First Selectman George R. Temple, Esq.  
Selectman Jeff Haney  
Selectman David McKane

**Also Present:** Joanne Pelton, Administrative

### Acceptance of Minutes

#### 1. 7/18/12 Regular Meeting

##### MOTION:

Selectman Dave McKane moved to approve the 7/18/12 Regular Meeting minutes as presented. This was seconded by Selectman Jeff Haney. All (3) Ayes. Motion carries.

#### 2. 8/6/12 Special Meeting

##### MOTION:

Selectman Jeff Haney moved to approve the 8/6/12 Regular Meeting minutes as presented. This was seconded by Selectman Dave McKane. All (3) Ayes. Motion carries.

### Amendment of Agenda

#### 1. Fire Commission Appointment Term Clarifications

##### MOTION:

Selectman Jeff Haney moved to amend the agenda to add Fire Commission Appointment Term Clarifications under Appointments. This was seconded by Selectman Dave McKane. All (3) Ayes. Motion carries.

**2. Hire Attorney Donald F. Houston Regarding Labor Matters**

**MOTION:**

Selectman Jeff Haney moved to amend the agenda to add Hire Attorney Donald F. Houston Regarding Labor Matters. This was seconded by Selectman Dave McKane. All (3) Ayes. Motion carries.

**3. Open Town Hall Monday – Friday beginning Monday, September 17, 2012**

Selectman Dave McKane recused himself.

**MOTION:**

Selectman Jeff Haney moved to amend the agenda to add Open Town Hall Monday – Friday beginning Monday, September 17, 2012. This was seconded by First Selectman George Temple. (2) Ayes, (1) Abstain. Motion carries.

**4. Open Senior Center Monday - Friday beginning Monday, September 17, 2012.**

Selectman Jeff Haney recused himself.

**MOTION**

Selectman Dave McKane moved to amend the agenda to add Open Senior Center Monday - Friday beginning Monday, September 17, 2012. This was seconded by First Selectman George Temple. (2) Ayes, (1) Abstain. Motion carries.

**Appointments**

**1. Fire Commission Appointment Term Clarifications**

**MOTION:**

Selectman Jeff Haney moved to amend the following Fire Commission member's terms:  
John Downs, Sr. of Riverside Volunteer Fire Company with a term to expire 12/31/13  
Brian Francione of Quaker Farms Volunteer Fire Company with a term to expire on 11/23/15  
Mark Krassner of Oxford Center Volunteer Fire Company with a term to expire on 12/31/17  
This was seconded by Selectman Dave McKane. All (3) Ayes. Motion carries.

**Audience of Citizens** - None

**New Business**

1. **Sunshine Kids Motorcycle Ride, Saturday, October 6, 2012 – Approve Oxford Town Roads Route**

**MOTION:**

Selectman Dave McKane moved to approve the use of Route 42, Route 67 and Route 188 through the Town of Oxford, between 11:00 AM – 11:30 AM, for the Sunshine Kids Motorcycle Ride on Saturday, October 6, 2012. This was seconded by Selectman Jeff Haney. All (3) Ayes. Motion carries. This matter will be forwarded to the Oxford Police Department, Public Works and CT Department of Transportation.

2. **Oxford Housing Authority Catch Basin Flushing and Cleaning – Approve**

**MOTION:**

Selectman Jeff Haney moved to approve the request from the Oxford Housing Authority for the flushing and cleaning of the Oxford Housing Authorities catch basins located at 100 Stakum Circle and Dunn Drive. This was seconded by Selectman Dave McKane.

Discussion: Kathleen O'Neil, Grant Administrator, noted that the First Selectman had asked that this be acted on by the Board of Selectmen.

All (3) Ayes. Motion carries. This matter will be forwarded to the Public Works Department

3. **Arcadis Contract – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Dave McKane moved to approve the Arcadis Contract for the 2012-2013 O&M and Groundwater Monitoring Costs, Quaker Farms School, 30 Great Oak Road as presented and to authorize the First Selectman to sign. This was seconded by Selectman Jeff Haney. All (3) Ayes. Motion carries.

First Selectman George Temple said this matter should be resolved in the near future. There are two more testing to be done.

4. **Gazy Brothers Farm Peddler's Permit – Approve and Ratify First Selectman Approval**

**MOTION:**

Selectman Dave McKane moved to approve the Peddler's Permit for Gazy Brothers Farm to sell farm produce Connecticut grown in the parking lot in front of Kirk's Pond and to ratify the First Selectman's approval. This was seconded by Selectman Jeff Haney.

Discussion: Selectman Jeff Haney asked if the matter of competing with the Center Fire Company's flower sales had been resolved. Joanne Pelton, Administrative Assistant said there is no conflict this year, but the firemen were concerned about next year. Selectman Dave McKane said they would have to apply for a permit this year. First Selectman George Temple said he could not support a monopoly. He said the firemen have a special place in the hearts of the Town and will support them. Scott Pelletier, Fire Marshal, said he his only concern was having them there on the days the Center Fire Company is holding there flower sales. Selectman Dave McKane said that next year's permit should specify there not being on the site during Center Fire Company events.

All (3) Ayes. Motion carries.

**5. Use of Town Hall Parking Lots Request for Cultural Arts Gallery Art Showcase – Approve**

**MOTION:**

Selectman Dave McKane moved to approve the use of the Town Hall parking lots (back lot, side lot and lower side lot) for the Oxford Cultural Arts Gallery of Art Showcase on September 28, 2012 from 5:00 PM – 9:00 PM, September 29, 2012 from 10:00 AM – 4:00 PM and September 30, 2012 from 10:00 AM – 4:00 PM; as requested in their letter dated 7/27/12. This was seconded by Selectman Jeff Haney.

Discussion: Joanne Pelton, Administrative Assistant said that Dog Days would be held on September 29 at Center School. Cultural Arts is planning on having artists outside. There is a new parking area behind the fire house.

All (3) Ayes. Motion carries.

**6. Fire Departments Tanker 43 – Approval to Send Out Bids**

**MOTION:**

Selectman Dave McKane moved to approve to send out the bids for the Fire Department's Tanker 43 as they requested in their letter dated 8/14/12. This was

seconded by Selectman Jeff Haney.

Discussion: Scott Pelletier, Fire Marshal, said the tanker being replaced is 20 years old. The new one is budgeted for \$200,000.00 and will have a lifetime warranty. Jim Hliva, Finance Director, said that if this is purchased through the state, no bidding would be required. Scott Pelletier said he would like had what the State has available, but would still be requesting bids.

All (3) Ayes. Motion carries.

**7. DECD Twin Brooks Senior Housing Project Resolution – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Jeff Haney moved to approve the following Department of Economic and Community Development, Office of Housing and Community Development Twin Brooks Senior Housing Project Resolution as presented and recommended by the Grant Writer in her letter received 8/13/12:

**THEREFORE BE IT RESOLVED BY THE** Oxford Board of Selectmen:

1. That, pursuant to Chapter 128, Section 8-38 of the C.G.S., this governing body, Oxford Board of Selectman does so designate itself as a municipal developer for the project known as Twin Brooks Senior Housing.
2. That a filing of an application for a predevelopment loan for the Twin Brooks Senior Housing is hereby approved in the amount of \$250,000 and that the Oxford First Selectman, George R. Temple, is directed to execute and file such application with the State of Connecticut Department of Economic Development, Office of Housing and Community Development, to provide such information, to execute such other documents as may be required, to execute and Assistance Agreement with the representative of the Town of Oxford.

This was seconded by Selectman Dave McKane.

Kathleen O'Neil, Grant Writer, explained this would allow for a submission for a pre development loan for a study for putting in 80 senior housing units at Twin Brooks. If we receive the \$250,000 loan it would make the site shovel ready for the start of work if the grant for the development is approved in the fall. If the grant is received the \$250,000 would be forgiven.

Selectman Dave McKane asked where the units would be and where the access would be from. Kathleen O'Neil said the development would be in the back of the property with

access from Christian Street. Selectman Dave McKane suggested that access for future development of the property also be from Christian Street. Access from RT 67 would require a bridge over Little River.

All (3) Ayes. Motion carries.

**8. FY 2011 – 2012 Transfer Requests**

**MOTION:**

Jeff Haney moved to approve the following FY 2011 – 2012 transfer requests as presented and recommended by the Finance Director in his letter dated 8/14/12: This was seconded by Selectman Dave McKane.

Discussion: The Selectman discussed the overtime charged by the police for the carnival. Selectman Dave McKane noted that the amount charged by the police for overtime has been an ongoing issue. First Selectman George Temple said he would discuss the matter with the police and the Quaker Farms Fire Department.

All (3) Ayes. Motion carries.

**9. FY 2012 – 2013 Transfer Requests**

**MOTION:**

Selectman Jeff Haney moved to approve a FY 2012 – 2013 transfer request in the amount of \$2,000 to be taken from Assessor's Audits – Personal Property to Wages – Clerk 2 Days as requested by the Tax Assessor in her letter dated 5/7/12. This was seconded by Selectman Dave McKane. All (3) Ayes. Motion carries.

**10. Discuss Assessor's Office Hours and Wages**

**MOTION:**

Selectman Jeff Haney moved to approve to increase the pay rate for Elizabeth Pazsak, Tax Assessor Part-Time Clerk, from \$16.72 per hour to \$18.85 per hour as requested and presented by the Tax Assessor in her letter dated 5/7/12. This was seconded by First Selectman George Temple.

Discussion: Selectman Dave McKane was concerned about how the other employees would feel about the increase. Jim Hliva, said that she is a pro-active employee and she was told by the Carl Serus, the Administrative Assistant at the time of her hiring, that would receive an increase in pay according to ability. Selectman Dave McKane said the union would bring the matter up at the next contract negotiations.

(2) Ayes, (1) Abstain. Motion carries. Contingent upon Board of Finance approval.

## **11. Report of First Selectman**

### **Amendments**

#### **1. Hire Attorney Donald F. Houston for Labor Matters**

##### **MOTION:**

Jeff Haney moved to hire Attorney Donald F. Houston, of Durant, Nichols, Houston & Cortese-Costa of 1057 Broad Street in Bridgeport, as counsel regarding Labor Matters at pay rate of \$195.00 per hour. This was seconded by Selectman Dave McKane. All (3) Ayes. Motion carries.

#### **2. Open Town Hall Monday – Friday beginning Monday, September 17, 2012**

Selectman Dave McKane recused himself.

##### **MOTION:**

Selectman Jeff Haney moved to open Town Hall Monday – Friday beginning Monday, September 17, 2012. This was seconded by First Selectman George Temple.

Discussion: First Selectman George Temple said that he met with the unions and all agreed it could be done. The unions did ask to delay the start until September 17. First Selectman George Temple said this was done at the request of Oxford residents and business owners.

(2) Ayes, (1) Abstain. Motion carries.

#### **3 Open Senior Center Monday - Friday beginning September 17, 2012**

Selectman Jeff Haney recused himself.

##### **MOTION**

Selectman Dave McKane move to open Senior center Monday - Friday beginning Monday, September 17, 2012. This was seconded by First Selectman George Temple.

Discussion: Joanne Pelton, Administrative Assistant, said that for now the Assistant Director would work Monday - Thursday, as she is part of the Clerical Union, which requires 30 day notice. The Director will work Tuesday - Friday. The Supervisor's Union can start immediately. First Selectman George Temple said he would consider hiring a part time person, in the next fiscal year, to provide coverage when someone is absent.

(2) Ayes, (1) Abstain. Motion carries.

### **Report of First Selectman**

First Selectman George Temple said he has been visiting businesses in Town to see how they are doing and to get feedback on issues they may have.

A new automated system will be installed in the Town Hall. Employees will have direct lines. The receptionist position will be phased out. Jim Hliva, Finance Director said the Town would pay AT&T \$10,000.00 less and Data Tell \$10,000.00 more.

The boiler was removed, it is under warranty, and it is being tested to find out why it failed. It cost \$12,000 to remove the boiler. First Selectman George Temple said the Town should not have to pay for the removal.

There was an emergency preparedness held at the Public Works Department. The Town was told it had to provide rations for 10% of the population. A storage facility will be made ready for the rations. Other issues will be addressed by emergency personnel.

### **Audience of Citizens**

Bill Guiotte of Shelton Road asked about the drowning incident that occurred at Jackson Cove. First Selectman George Temple said he could not discuss the matter, as the incident is still under investigation. He noted that the victim had hiked along the trail from Kettletown State Park. Selectman Dave McKane commented that all emergency personnel who responded did everything possible.

### **Adjournment**

#### **MOTION:**

Dave McKane moved to adjourn the meeting at 8:45 PM. This was seconded by Selectman Jeff Haney. . All (3) Ayes. Motion carries.



Filed subject to Approval

Respectfully submitted



Cynthia Peck  
Recording Clerk

12 AUG 22 PM 12:07  
TOWN OF WEST  
Cynthia Peck  
TOWN CLERK