

MINUTES
BOARD OF SELECTMEN
REGULAR MEETING
SEPTEMBER 5, 2012 - 7:00 PM

The meeting was called to order at 7:07 p.m. by First Selectman Temple and the Pledge of Allegiance was recited.

Present: First Selectman George Temple and Selectman Jeffrey Haney. Also Present: Joanne Pelton, Administrative Assistant. Absent: Selectman Dave McKane.

ACCEPTANCE OF MINUTES

1. 8/15/12 Regular Meeting

MOTION:

Selectman Haney moved to approve the 8/15/12 Regular Meeting minutes as presented. Second by First Selectman Temple. Motion passes unanimously.

AMENDMENTS OF AGENDA

None.

APPOINTMENTS

1. Kennel Maintenance – Appoint James Wlasuk

MOTION:

Selectman Haney moved to appoint James Wlasuk, of 77 Captain Wooster Road, as Kennel Maintenance with a term to commence immediately and expire on 12/31/13. This will be in addition to Mr. Wlasuk's duties as a Volunteer Assistant As-Needed. Second by First Selectman Temple. Discussion: First Selectman Temple commented that he is confident that Mr. Wlasuk will do a very good job. Motion passes unanimously.

AUDIENCE OF CITIZENS

Linda Czaplinski, 30 Freeman Road attended the meeting to find out what action was taken by the Town regarding Old Good Hill Road. She reminded the Selectmen that she had attended prior Board meetings and informed the Board that due to unauthorized site work on a parcel on Old Good Hill Road, her property on Freeman Road has suffered erosion and other damage. First Selectman Temple noted that members of Planning & Zoning and Inlands/Wetlands have visited the site and are aware of the situation. Mrs. Czaplinski commented that she is not satisfied with the Town's lack of attention to this matter. Joanne Pelton was asked to get a current update and will forward the information to Mrs. Czaplinski in letter form.

NEW BUSINESS

1. 2011 – 2012 Annual Town Report – Accept, Review, Discuss

MOTION:

Selectman Haney moved to accept the 2011 – 2012 Annual Town Report as presented. This report will be made available on the Town's municipal website and in the office of the Town Clerk by January 15, 2013. Second by First Selectman Temple. Discussion: First Selectman Temple indicated that the report includes the values for the 2011 Grand List for real estate regular net, motor vehicle net, personal property net, elderly home owners net. Oxford currently has many projects in the planning stage and is currently experiencing growth. Motion passes unanimously.

**2. Leukemia, Lymphoma & Myeloma Awareness Month Proclamation –
Approve and Authorize First Selectman to Sign**

MOTION:

Selectman Haney moved to approve the following Leukemia, Lymphoma & Myeloma Awareness Month Proclamation and to authorize the First Selectman to sign:

PROCLAMATION

WHEREAS, blood cancers currently afflict more than 1,012,533 people in the United States, with an estimated 140,310 new cases diagnosed each year, and

WHEREAS, leukemia, lymphoma and myeloma will kill an estimated 53,010 people in the United States this year, and

WHEREAS, The Leukemia & Lymphoma Society (LLS), through voluntary contributions, is dedicated to finding cures for these diseases through research efforts and the support for those that suffer from them, and

WHEREAS, LLS maintains an office in Wilton & Meriden to support patients with these diseases and their family members in the State of Connecticut, and

WHEREAS, the State of Connecticut is similarly committed to the eradication of these diseases and supports the treatment of its citizens that suffer from them, and

WHEREAS, the State of Connecticut encourages private efforts to enhance research funding and education programs that address these disease,

NOW THEREFORE BE IT RESOLVED, that the Town of Oxford joins with the State of Connecticut and The Leukemia & Lymphoma Society in designating the month of **September 2012** as **LEUKEMIA, LYMPHOMA & MYELOMA AWARENESS MONTH** to enhance the understanding of blood related cancers and to enhance participation in voluntary activities to support education programs and the funding of research programs to find a cure for them.

Second by First Selectman Temple. Motion passes unanimously.

3. Main Street Invest Fund Grant Resolution – Approve and Authorize First Selectman to sign

Kathleen O'Neill, Grant Writer, attended the meeting

MOTION:

Selectman Haney moved to approve the following Main Street Invest Fund Grant Resolution and to authorize the First Selectman to sign as presented and recommended by the Grant Writer in her letter dated 8/29/12:

RESOLVED THAT THE Board of Selectmen of the Town of Oxford met on Wednesday, September 5, 2012 and adopted a resolution which:

- (1) Authorizes submission of the funding application for Oxford Town Center under the Main Street Investment Fund Program referenced in Section 78 and 79 of the PA 11-1; and
- (2) Identifies, George R. Temple, Oxford First Selectman, as an individual Authorized to sign the Main Street Investment Fund application and administer the Grant and the project. Such application is attached to and made part of this record.

Second by First Selectman Temple. Discussion: Kathleen spoke about a grant available to STEAP towns (towns which have less than 30,000 residents) through Office of Policy and Management and the eligible activities are ones that enhance the center of town. Kathleen showed and reviewed a drawing showing a walkway that would go from Town Hall to Academy Road. Lighting and benches would be installed along the walkway. A sign indicating that the area is Oxford Center would also be installed. Kathy noted that she would like to attend the next regular Board meeting with additional drawings and information for a walkway on both sides of the road for the Board's review and consideration. Kathy noted that the deadline is 9/28/12. First Selectman Temple commented that he would like Selectman McKane's input on the matter. It was agreed that the application should be submitted. Motion passes unanimously.

4. FY 2011 – 2012 Transfer Requests

MOTION:

Selectman Haney moved to approve the following FY 2011 – 2012 transfer requests as presented and recommended by the Finance Director in his letter dated 9/5/12. Second by First Selectman Temple.

TO: Ambulance	CMED	5210-570-107	\$10.00
FROM: Ambulance	Equipment Depreciable	5210-603	\$10.00
TO: Ambulance	Facility Maintenance	5210-614	\$121.12
FROM: Ambulance	Education	5210-590	\$13.62
FROM: Ambulance	Equipment Lease	5210-601	\$9.30
FROM: Ambulance	Equipment expensed	5210-603	\$98.20
TO: Ambulance	Facility Maintenance	5210-613	\$397.61
FROM: Ambulance	Equipment Depreciable	5210-603	\$74.59
FROM: Ambulance	Equipment expensed	5210-604	\$323.02
TO: Ambulance	Vehicle Maintenance	5210-811	\$6,912.93
FROM: Ambulance	Equipment expensed	5210-604	\$234.35
FROM: Ambulance	Medical	5210-688	\$424.90
FROM: Ambulance	Supplies Departmental	5210-767	\$2,563.00
FROM: Ambulance	Supplies Office	5210-770	\$153.44
FROM: Ambulance	Uniforms	5210-785	\$24.30
FROM:	Finance Contingency	5320-560-5320	\$3,512.94
TO: Ambulance	Heating Oil	5210-625	\$65.09
FROM: Ambulance	Equipment Expensed	5210-604	\$65.09
TO: Fire Marshal	Books Publications	5330-252	\$105.82
FROM: Fire Marshal	Computer Maintenance	5330-551	\$105.82
TO: Fire	Equipment Maintenance	5325-605	\$699.95
FROM: Fire	Book and Publications	5325-525	\$223.50
FROM: Fire	Computer Hardware	5325-550	\$64.73
FROM: Fire	Printing	5325-570-135	\$65.00
FROM: Fire	Programs Regular	5325-729	\$262.27
FROM: Fire	Supplies Office	5325-770	\$84.45
TO: Fire	Facility Maintenance	5325-613	\$4,267.75
FROM: Fire	Equipment Depreciable	5325-603	\$2,413.71
FROM: Fire	Heating Oil	5325-625	\$413.56
FROM: Fire	Admin expense	5325-570-105	\$334.02
FROM: Fire	Facility Maint. Supplies	5325-614	\$1,106.46
TO: Fire	Supplies	5325-665	\$86.97
FROM: Fire	Waste Removal	5325-798	\$86.97
TO: Fire	Vehicle Repairs	5325-812	\$15,586.73
FROM: Fire	Secretary	5325-517-99	\$100.96
FROM: Fire	Computer Software	5325-552	\$300.00

FROM: Fire	Dues	5325-585	\$41.00
FROM: Fire	Education	5325-590	\$1,868.65
FROM: Fire	Electricity	5325-595	\$4,396.23
FROM: Fire	Equipment Lease	5325-601	\$75.00
FROM: Fire	Wages Chief	5325-513-51	\$0.12
FROM: Fire	Equipment Expense	5325-604	\$5.54
FROM: Fire	Facility Improvements	5325-612	\$5.00
FROM: Fire	Heating Oil	5325-625	\$49.33
FROM: Fire	Postage	5325-715	\$112.46
FROM: Fire	Supplies Office	5325-770	\$119.22
FROM: Fire	Telephone	5325-775	\$1,069.19
FROM: Fire	Waste removal	5325-798	\$117.75
FROM: Fire	Water	5325-799	\$70.15
FROM: Fire	Vehicle Maintenance	5325-811	\$6,008.99
FROM:	Finance Contingency	5320-560-5320	\$1,247.14
TO: Parks	Part Time Maintenance	5425-521-80	\$3,364.26
TO: Parks	Mileage	5425-690	\$130.95
TO: Parks	Internet	5425-817	\$50.69
FROM: Parks	Wages Seasonal	5425-517-77	\$3,364.26
FROM: Parks	Programs Regular	5425-729	\$181.64
TO: Planning and Zoning	Engineering	5430-598	\$380.00
FROM: Planning and Zoning	Education	5430-590	\$38000
TO: Planning and Zoning	Wages Overtime	5430-521-1 000	\$109.31
FROM: Planning and Zoning	Cant Service Clerk	5430-570-1 05	\$109.31
TO: WPCA	Water	5580-799	\$55.44
FROM: WPCA	Vehicle Maintenance	5580-811	\$55.44
TO: Conservation	Wages Clerk	5265-51 741	\$3676.30
FROM:	Finance Contingency	5580-811	\$3676.30
TO: Selectmen	Cont Services Professional	5480-570-129	\$3,245.26
FROM:	Finance Contingency	5580-811	\$3,245.26
TO: Selectmen	Mileage	5480-690	\$174.81
FROM:	Finance Contingency	5320-560-5320	\$174.81
TO: Town Counsel	Legal Claims	5535-672-204	\$4,123.12
FROM: Town Counsel	Legal Serv. Assessments	5535-672-207	\$4,123.12
TO: Selectmen	Wages Overtime	5480-521-1 000	\$266.86
FROM: Selectmen	Education	5480-590	\$262.50
FROM: Selectmen	Wages Grant Writer	5480-511-161	\$4.38
TO: Town Counsel	Legal Services	5535-672-201	\$19,511.15
FROM: Town Counsel	Legal Expenses	5535-672-202	\$873.28
FROM: Town Counsel	Additional Counsel	5535-672-203	\$1,131.25

FROM: Town Counsel	Legal Service Land Use	5535-672-205	\$157.00
FROM: Town Counsel	Legal Serv. Assessments	5535-672-207	\$1,876.88
FROM:	Finance Contingency	5320-560-5320	\$15,472.74

Discussion: First Selectman Temple asked Jim Hliva for information about transfers for legal fees. Jim noted that the \$4,123.12 was for Ferrillo vs. Town of Oxford and \$19,511.15 is for additional legal bills for other matters throughout the *year*. *Motion passes unanimously. This matter will be forwarded to the Board of Finance.*

5. FY 2012 – 2013 Transfer Requests

MOTION:

Selectman Haney moved to *table* this matter. Second by First Selectman Temple. Motion passes unanimously.

6. Award Pavement Marking Bid

MOTION:

Selectman Haney moved to award the Pavement Marking Bid to Atlantic Pavement Marking of Prospect. Second by First Selectman Temple. Discussion: First Selectman Temple asked for the amount and Jim Hliva indicated it is \$19,280 (the low bid). He told Jim that all matters pertaining to roads must be reviewed by the Roads Commission.

Selectman Haney amended his motion to award the Pavement Marking Bid to Atlantic Pavement Marking of Prospect subject to the approval of the Roads Commission. Second by First Selectman Temple. Motion passes unanimously.

7. Award Catch Basin Cleaning Bid

MOTION:

Selectman Haney moved to award the Catch Basin Cleaning Bid to Hi-Tech Mobile Services of Bristol subject to the approval of the Roads Commission. Second by First Selectman Temple. Motion passes unanimously.

8 Hire Ashley Rossi as Temporary Tax Collector Clerk

Ashley Rossi attended the meeting.

MOTION:

Selectman Haney moved to hire Ashley Rossi, of 19 Laura Lane, as Temporary Tax Collector Clerk with a pay rate of \$17.29 per hour and a start date of Monday, September 17, 2012 with no benefits at this time. Second by First Selectman Temple. Discussion:

First Selectman Temple indicated that Sharon Scinto has known Ashley for many years and supports her employment in this capacity. Motion passes unanimously.

9. Appoint Sharon Scinto Acting Tax Collector

MOTION:

Selectman Haney moved to appoint Sharon Scinto as the Acting Tax Collector at the pay scale of a certified Tax Collector effective Thursday, September 6, 2012. Second by First Selectman Temple. Discussion: First Selectman Temple noted that the Town owes Sharon a huge amount of thanks. She is a very honest and moral person and a very good tax collector. Having her in this position will give the Town much needed stability. He stated that he wholeheartedly and enthusiastically supports this motion. Motion passes unanimously.

10. Hire Public Works Employees

MOTION:

Selectman Haney moved to *table* this matter. Second by First Selectman Temple. Motion passes unanimously.

11. Report of First Selectman

First Selectman Temple spoke about Pinwheels for Peace. Joanne Pelton further noted that the Brownies troops from town will be placing pinwheels on the Town Hall lawn on 9/21/12. Last year the number of pinwheels that have been placed around the country grew to 4 Million and were placed in 3,500 locations. First Selectman Temple commented that the community should be proud to support this.

Town Hall will have new hours starting on 10/1/12. Town Hall will be open on Monday from 9 a.m. to 7 p.m. and Tuesday through Friday from 9 a.m. to 5 p.m.

A new phone system will be installed in September and training will be available for employees. The cost of the system will not be more than we are currently paying. The receptionists will be used in other areas of Town Hall.

The work has begun on the multi-purpose field at Oxford High School and cross country course that will go through Rockhouse Hill Sanctuary and the Von Wettburg property. Blasting is a necessary part of the site work and will begin on 9/10/12 between 1 and 2 p.m. (and is in the budget for the project). There will be other dates when blasting will be done.

Andy McGeever noted that an Italian company met with him and had intentions of leasing space at 91 Willenbrock Road. They recently met again with him and informed him that they intent to purchase 6,900 sq. ft. at said location for their x-ray equipment company. The closing is set for 9/6/12.

AMENDMENTS

None.

AUDIENCE OF CITIZENS

Linda Czaplinski, 30 Freeman Road asked First Selectman Temple when she can expect an updated on the matter she spoke about earlier in the meeting and Joanne stated that she would research the topic next week and get back to her as soon as possible. Linda asked First Selectman Temple if he knows Robert Nichols, Esq. who is involved in the matter and he stated no.

ADJOURNMENT

MOTION:

Selectman Haney moved to adjourn the meeting at 8:00 p.m. Second by First Selectman Temple. Motion passes unanimously.

Respectfully submitted, subject to approval

Marni Soss

Marni Soss, Board of Selectmen Clerk

12 SEP 10 PM 4:15
TOWN CLERK
Marni Soss
TOWN CLERK