

## **Board of Selectmen's Special Meeting Minutes**

**Wednesday, Aug. 14, 2013 4:30 p.m. – Town Hall**

The meeting was called to order by First Selectman George Temple at 4:32 p.m. and the Pledge of Allegiance was recited.

**Present:** First Selectman George R. Temple and Selectman Jeffrey Haney.

**Also present:** Joanne M. Pelton Administrative Assistant, John Barlow, Schools Facilities Manager, Superintendent Tim Connellen, Sgt. Dan Semosky, Denise Randall and James Hliva, Finance Director.

**Absent:** Selectman David McKane.

### **ACCEPTANCE OF MINUTES**

#### **1. July 17, 2013 Regular Meeting**

##### **MOTION:**

**Selectman Haney** moved to approve the July 17, 2013 Regular meeting minutes as presented.

**This was seconded by First Selectman Temple.**

**All (2) Ayes. Motion carries.**

### **APPOINTMENTS**

#### **1. Oxford Housing Authority – Appoint Kathy O'Connell**

##### **MOTION:**

**Selectman Haney** moved to appoint Kathy O'Connell of 100 Stakum Circle, Unit 30 D, to the Oxford Housing Authority with a term to commence immediately and expire on 12/31/17.

**This was seconded by First Selectman Temple.**

**All (2) Ayes. Motion carries.**

## **NEW BUSINESS**

### **1. School Security Discussion**

**First Selectman Temple** spoke to John Barlow, Sgt. Dan Semosky and Supt. of Schools Timothy Connellan regarding school security and said the town has made great strides in increasing security. He said the proceeds of the sale of an industrial lot would go toward new security and that the town is also applying for grants. He commended everyone for a great job they did this past school year. Sgt. Semosky said they plan to have a police presence in the schools. Supt. Connellen said police presence is great and that the teachers, administration and parents appreciate police being at the schools. John Barlow said they have also increased the number of cameras at the school. First Selectman Temple also recommended that there be a drill. All concurred.

### **2. Hire Part-time Police Department Clerk**

#### **MOTION:**

**Selectman Haney** moved to remove this matter from the table.

**This was seconded by First Selectman Temple.**

**All (2) Ayes. Motion carries.**

#### **MOTION:**

**Selectman Haney moved** to hire Denise Randall as the Part-time Police Department Clerk at a pay rate of \$15.05 per hour, four hours per week, with no benefits, effective immediately through Dec. 31, 2013 at which time the matter will be revisited.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

- 3. Oxford Animal Shelter Fundraiser Approval Request  
No action.**

- 4. Sunshine Kids Annual Ride 2013- Approve Oxford Road Route**

**MOTION:**

**Selectman Haney** moved to approve the use of Route 42, Route 67 and Route 188 through the Town of Oxford, on Saturday, Oct. 5, 2013 between 11:00 AM – 11:30 AM for the annual Sunshine Kids Motorcycle Ride to benefit the Sunshine Kids Organization and authorize the First Selectman to sign the Letter of Approval for the Connecticut Department of Transportation Special Event Permit.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

This matter will be forwarded to the Oxford Police Department and Public Works.

- 5. Tax Collection Action Committee Request to Credit Accounts to Reflect Proof of Payment**

**MOTION:**

**Selectman Haney** moved to credit the accounts of taxpayers to reflect proof of payment that the taxpayers provided to the Town of Oxford in order to satisfy their specific tax bills which were not previously credited: as presented and recommended by the Tax Collection Action Committee in their letter dated 7/25/13.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

**6. Pay rate for Part-Time Police Officer Resolution- Approve**

**MOTION:**

**Selectman Haney moved to** approve the following Pay Rate for Part-time Police Officer Resolution:

**Be it resolved**, that part-time police officers will be paid at the rate of \$44.24 per hour with one hour travel time for work performed at the request of non town entities. The rate will only apply when the Town has the ability to bill a third party for the services performed.

This rate will not apply to the Town of Oxford and the Board of Education and any departments of the Town of Oxford or the Board of Education.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

**7. Friends of the Library Request Use of Town Hall for November Book Sale-Approve**

**MOTION:**

**Selectman Haney moved to** approve the use of the Main Meeting Room and tables at the Oxford Town Hall for Friday, Nov. 1, 2013 and Saturday, Nov. 2, 2013 for a book sale to benefit the Oxford Library as requested by the Friends of the Library in their letter dated 7/25/13 CONTINGENT UPON that the Main Meeting room and all tables are put back into their original order when the event is done.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

#### **8. FY 2012-2013 Transfer Requests**

**MOTION:**

**Selectman Haney** moved to approve the attached FY 2012-2013 transfer requests as presented and recommended by the Finance Director.

**This was seconded by First Selectman Temple**

**Discussion:** Jim Hliva said this has been a very good year in keeping expenses down and there was still some \$30,000 left in the contingency account. He commended Public Works Director Wayne Watt for keeping expenses down even though we had a hurricane and snow storms.

**All (2) Ayes. Motion carries.**

#### **9. 2013-2014 Transfer Request**

**MOTION:**

**Selectman Haney** moved to approve the following 2013-2014 transfer request as presented and recommended by the Finance Director in his letter dated 8/13/13.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

This matter will be forwarded to the Board of Finance.

**10. Hawkins Road Property Conveyance Request**

**MOTION:**

**Selectman Haney** moved to approve the conveyance of 4,834 square feet of Town of Oxford property located on Hawkins Road, identified as Assessors Map 13, Block 53, Lot 9 and found in Vol. 68, Page 158 and as depicted on the A-2 Survey Map Showing Conveyance of Land 8 Hawkins Road prepared by Codespoti & Associated of Orange, Connecticut, dated 1/10/13 to John and Laurie Fernandes of 8 Hawkins Road for the amount of \$2,950.00; all as presented and recommended by Attorney Frederick Stanek in his letter dated 7/3/13.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

This matter will be forwarded to Town Meeting.

**11. Public Works Vehicle Appropriation – Approve and Forward to Board of Finance and Town Meeting**

**MOTION:**

**Selectman Haney** moved to approve an appropriation, in an amount not to exceed \$129,272.00 to be taken from the General Fund and placed in account 1-5235-730-7077, for the purchase of a truck with plow and sander (\$106,272.00) and a pickup truck (\$23,500) both for the Public Works Department; as presented and recommended by the Finance Director in his letter dated 7/22/13.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

This matter will be forwarded to the Board of Finance and to Town Meeting.

**12. Arcadis Contract for Quaker Farms Oil Spill Remediation – Approve and Authorize First Selectman to Sign**

**MOTION:**

**Selectman Haney** moved to approve the Arcadis Contract, as presented and dated July 15, 2013, for the period of August 1, 2013 through June 30, 2014 for the continued operations and maintenance and groundwater monitoring activities at the Quaker Farms School and authorize the First Selectman to sign.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

**13. Site Work for Oxford Community Park – Award Bid and Approve Contract**

**MOTION:**

**Selectman Haney** moved to award the Site Work for Oxford Community Park bid to Mesa Construction and Paving, Inc., of 181 Schaffer Road in Bethany, with a bid amount of \$42,750.00 and to approve the contract; as presented and recommended by the Town Engineer in his letter dated 8/5/13.

**This was seconded by First Selectman Temple.  
All ( 2) Ayes. Motion carries.**

**14. Hire Part-Time Planning & Zoning Department Fill-In**

**MOTION:**

**Selectman Haney** moved to table the hire of Bill Johnson, of 8 Apple Drive, as the Part-Time Planning & Zoning Department Fill-In at a pay rate of \$22.91 per hour, no benefits and not to exceed 20 hours per week.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

**15. Tax Refunds**

**MOTION:**

**Selectman Haney** moved to approve the tax refunds, totaling \$9,762.28 as presented by the Tax Collector in her letter dated, and to authorize two signatures.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**

**16. Extend IT Contract for One Additional Year – Approve**

**MOTION:**

**First Selectman Temple moved** to table the approval of the extension of the Town Hall IT Contract with Yucatech, Inc. for one (1) additional year and which will now expire on 7/1/14.

**This was seconded by Selectman Haney.  
All (2) Ayes. Motion carries.**

**17. Agriculture Advisory Committee's Peddler's Permit**

**MOTION:**

**Selectman Haney** moved to approve the Agriculture Advisory Committee's Peddler's Permit to hold a Farmer's Market at Oxford Center School on Saturday August, 17, 2013, Saturday, August 24, 2013 and Saturday, August 31, 2013 from 9:00 AM – 3:00 PM as presented and to waive the Peddler's Permit fee.

**This was seconded by First Selectman Temple.  
All (2) Ayes. Motion carries.**



**First Selectman Temple** said this will be an asset to the town and hopes it will become a permanent fixture. He said he has spoken to the owner of the Oxford House to see if he would like to have it at that location next year.

#### **18. Report of First Selectman**

**First Selectman Temple** invited everyone to the Veteran's picnic at Jackson Cove.

#### **ADJOURNMENT**

#### **MOTION:**


**Selectman Haney** moved to adjourn the meeting at 5:20 PM.

**This was seconded by First Selectman Temple. All (2) Ayes.  
Motion carries.**

**Respectfully Submitted,**

  
**Joanne Pelton**

**Administrative Assistant**

13 AUG 15 PM 3:20  
TOWN OF OXFORD, CT  
  
TOWN CLERK