



TOWN OF OXFORD
Oxford Main Street Project Committee
S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
(203) 888-2543

REGULAR MEETING MINUTES

Tuesday December 14, 2021
12:30 p.m.

Present: Jeff Luff, Mary Beth Nelson, Helen Leung, Tony Sanangelo, Tanya Carver & Jim Sanders
Absent: Chrissy Kimball & Pat Cocchiarella ,

Call to Order

The meeting was called to order at 12:38 p.m. by Chairman Jeff Luff and the Pledge of Allegiance was recited.

Acceptance of Minutes

10/12/2021 Regular Meeting

Helen moved to approve the 10/12/2021 minutes as presented. Motion was seconded by Tony. All ayes. Motion carries.

Amendment of the Agenda

None

New Business

- a. **South Sidewalk Project** – Paving is complete. Electrical meter for lighting on backorder for approximately 6 weeks. Painting of crosswalks and pathway markers will take place in the spring, as it is too cold now. Safety cones will be left up until that time. Questions arose about future winter maintenance. Jeff stated that the sidewalk is on the state right of way and does not need to be maintained by the town.
- b. **OMSP Website** doing well, lots of visitors, comments and questions
- c. **OMSP Facebook Page** doing well, lots of visitors, comments and questions
- d. **Road Study Report** – Final version is complete and pending review and approval (345 pages). It is available for review on the Google drive. File is named: Oxford-Route-67-ATP-Final-Report.pdf
- e. **Tri-Fold Informational Pamphlet** – Chrissy to provide status update at the next meeting
- f. **T-shirts** for volunteers are available in Jeff's office
- g. **Treasurer Report** – No changes. Grant opportunities are looking for "shovel-ready" projects. Jeff will contact town engineer about potential cost to get Phase II shovel-ready.
- h. **Resignation: Sue Kovacs** - Jeff read letter from Town Clerk advising of Susan Kovacs resignation from the Oxford Main Street Project Committee.

501(C)3 Committee Report

- **Committee Members:**
 - Sue Kovacs has joined the 501(c)3 Committee
 - A current list of committee members is available on the Google drive and updated by its chairman, as needed
- **Funding:**
 - Need seed money to pay for various fees: webpage, administrative costs, etc..
 - Tony requested an application for CPV grant funding. Helen to forward.

- **Reporting**
 - Tony and Helen completed all filings with the State of CT, \$150 in fees incurred
- **Commemorative Bricks and Plaques**
 - Sub-committee for sale of bricks and plaques set up, preferably vandalism-proof
 - Jeff and Helen to physically examine bricks and upload photos to Google drive
- **Volunteers:**
 - Tony consulted with finance director and town insurance provider
 - Volunteers would be covered under general liability, not workman's comp
 - Volunteers will be required to sign a Release

Amendment of the Agenda

Mary Beth made a motion to make an amendment to the agenda. Motion was seconded by Tony. All ayes. Motion carries.

- a. **Frequently Asked Questions (FAQs)** and online comments – Jeff stated that any questions or comments received should be directed to Mary Beth or Helen. They will prepare responses to be added to the FAQs sheet on the Google drive. Chrissy will link FAQs page to OMSP website. There will be positive and negative comments and opinions, but at least we have people talking about it.

Adjournment

Mary Beth moved to adjourn the meeting. Motion was seconded by Helen. All Ayes. Motion Carries.

Respectfully submitted and subject to approval

Jeff Luff
OMSP Chairman

21 DEC 16 AM 10:25
TOWN OF OXFORD, CT
TOWN CLERK
Christy A. Ullot