

# Minutes

Board of Selectmen

Regular Meeting

Wednesday, December 6, 2023

Attendance: First Selectman George Temple, Selectman Arnold Jensen, Selectman David McKane, and Administrative Assistant Kristyn Rosa.

First Selectman George Temple opened the meeting at 7:33 PM and the Pledge of Allegiance was recited.

## Acceptance of Minutes

### 1. **11/15/23 Regular Meeting**

#### **Motion:**

Selectman Arnold Jensen moved to approve the 11/15/23 Regular Meeting minutes as presented. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

## Amendments to Agenda

### 1. **Designate Acting First Selectman**

#### **Motion:**

Selectman Arnold Jensen moved to amend the agenda to add Designate Acting First Selectman as Item #12. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

### 2. **Fuel Contract**

#### **Motion:**

Selectman Arnold Jensen moved to amend the agenda to add the Fuel Contract as Item# 13. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**3. Designate Great Oak Middle School Evaluation & Improvement Committee as Building Committee for Quaker Farms School HVAC Renovations Project**

**Motion:**

Selectman Arnold Jensen moved to amend the agenda to add to Designate Great Oak Middle School Evaluation Committee & Improvement Committee as the Building Committee for Quaker Farms School HVAC Renovations Project as Item # 15 and move Report of First as Item #16. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**4. Great Oak Middle School Evaluation & Improvement Committee HVAC Air Quality Grant to Complete Renovations of HVAC at Quaker Farms School - Hire Grant Writer**

**Motion:**

Selectman Arnold Jensen moved to amend the agenda to add Great Oak Middle School Evaluation & Improvement Committee HVAC Air Quality Grant to Complete Renovations of HVAC at Quaker Farms School - Hire Grant Writer to as Item # 15 and move Report of First Selectman as Item #16. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**5. Great Oak Middle School Evaluation & Improvement Committee Appointment**

**Motion:**

Selectman Arnold Jensen moved to amend the agenda to add the Great Oak Middle School Evaluation and Improvement Committee Appointment as Item #5 under Appointments. This was seconded by Selectman David McKane . All 3 Ayes. Motion carried.

**Appointments**

**1. Conservation Commission/Inland Wetlands Agency Re-Appointment**

**Motion:**

Selectman Arnold Jensen moved to re-appoint Brian Smith and Ethan Stewart both to the Conservation Commission/Inland Wetlands Agency with terms to commence on 1/1/24 and expire on 12/31/26. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**2. Cultural Arts Commission Appointment**

**Motion:**

Selectman Arnold Jensen moved to appoint Destiny Idalis Brown to the Cultural Arts Commission with a term to commence immediately and expire on 12/31/25. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**3. Library Board of Directors Re-Appointment**

**Motion:**

Selectman Arnold Jensen moved to re-appoint Margaret Keating, Rosemary Harner and Mark Goumas to the Library Board of Directors with terms to commence 1/1/24 and expire on 12/31/27. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**4. Parks & Recreation Re-Appointments**

**Motion:**

Selectman Arnold Jensen moved to re-appoint Greg Baktis, Jennifer Wolyniec and Jason Opotzner to the Parks & Recreation Commission with terms to commence 1/1/24 and expire on 12/31/26. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**5. Great Oak Middle School Evaluation and Improvement Committee Appointment**

**Motion:**

Selectman Arnold Jensen moved to appoint Amy Sarris to the Great Oak Middle School Evaluation and Improvement Committee. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**New Business**

**1. Troop 1 Ornament Presentation**

First Selectman George Temple moved to *table* this presentation. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carried.

**2. Hire Youth Conservation Corp Members**

**Motion:**

Selectman Arnold Jensen moved to hire Dylan Roth as Youth Conservation Corp Member with a pay rate of \$15.00 per hour and a start date of December 6, 2023; as presented and recommended by Conservation Commission Member Joe Lanier. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion:**

First Selectman Temple stated how pleased he is to see someone young who wants to work for the town. He fully supports this hire.

**3. Department of Emergency Management and Homeland Security Grant Blanket Resolution - Approve and Authorize First Selectman to Sign**

**Motion:**

Selectman Arnold Jensen moved to approve the following State of Connecticut of Emergency Services and Public Protections, Division of Emergency Management and Homeland Security Annual Resolution and Authorize the First Selectman to sign:

**RESOLVED**, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security, any and all documents which it seems to be necessary or appropriate; and

**FURTHER RESOLVED**, that George R. Temple, as First Selectman of the Oxford Board of Selectmen, is authorized and directed to execute and deliver any and all documents on behalf of the Oxford Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**4. Tax Refunds**

**Motion:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$1724.50, as presented and recommended by the Tax Collector in her letter dated 11/30/23 and to authorize two signatures. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

## 5. Solid Waste/Recycling Permits - Approve

### Motion:

Selectman Arnold Jensen moved to approve the following Solid Waste/Recycling Permit Licenses as approved by the Recycling Coordinator:

- USA Waste & Recycling, 15 Mullen Road, Enfield, CT 06082 (Solid Waste and Recycling)
- Oak Ridge Hauling, LLC, 307 White Street, Danbury, CT 06810 (Solid Waste and Recycling)

This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

### Discussion:

First Selectman Temple stated this is done every year. These are two of our major waste and recycling centers for the town.

## 6. Administrative Assistant to the First Selectman Re-Appointment

### Motion:

Selectman Arnold Jensen moved to re-appoint Kristyn Rosa as the Administrative Assistant to the First Selectman with a term to commence immediately and expire on 11/21/25. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

### Discussion:

Selectman David McKane stated that Mrs. Rosa does a remarkable job.

## 7. Town Counsel Re-Appointment

### Motion:

Selectman Arnold Jensen moved to re-appoint Attorney Kevin Condon, of Condon & Savitt, P.C., as Town Counsel with a term to commence immediately and expire 11/21/25 at a rate of \$180.00 per hour. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

### Discussion:

First Selectman Temple stated that Attorney Condon does a great job. Selectman David McKane noted that Attorney Condon returns phone calls. There has never been an issue trying to contact him; he has always made himself accessible.

**8. Town Engineer Re-Appointment**

**Motion:**

Selectman Arnold Jensen moved to re-appoint Brian Nesteriak P.E., of B&B Engineering in Seymour, as the Town Engineer with a term to commence immediately and expire on 11/21/25, at a pay rate of \$85.50 per hour. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion:**

First Selectman Temple stated that Mr. Nesteriak does great work; he has done a good job on the sewer. He fully supports this re-appointment.

**9. Land Use Engineer Re-Appointment**

**Motion:**

Selectman Arnold Jensen moved to re-appoint Jim Galligan, P.E., of Nafis & Young Engineers, Inc. in Northford, as the Land Use Engineer with a term to commence immediately and expire on 11/21/25, at a pay rate of \$85.00 per hour. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion:**

First Selectman Temple stated he has known Mr. Galligan for over 30 years and he does an excellent job. He fully supports this re-appointment.

**10. Deputy Treasurer Re-Appointment**

**Motion:**

Selectman Arnold Jensen moved to re-appoint William Miller as the Deputy Treasurer commencing immediately and expiring on 11/21/25. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion:**

First Selectman Temple stated Mr. Miller has a great finance background. He does an excellent job and he fully supports this re-appointment.

**11. 2024 Board of Selectmen Meeting Dates - Approve**

**Motion:**

Selectman Arnold Jensen moved to approve the following regular Board of Selectmen meeting dates and time for 2024

The Regular meetings will be held on the first and third Wednesday of each month and will begin at 7:30 PM in the S.B. Church Memorial Hall.

January 3, 2024*	July 17, 2024
January 17, 2024	
February 7, 2024	August 21, 2024
February 21, 2024	
March 6, 2024	September 4, 2024
March 20, 2024	September 18, 2024
April 3, 2024	October 2, 2024
April 17, 2024	October 16, 2024
May 1, 2024	November 6, 2024
May 15, 2024	November 20, 2024
June 5, 2024	December 4, 2024
June 19, 2024	December 18, 2024

\*Special Meeting per Town Charter

This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**12. Designate Acting First Selectman**

**Motion:**

First Selectman George Temple moved to designate Arnold Jensen as the Acting First Selectman commencing immediately and expiring on 11/21/25 This was seconded by Selectman David McKane. 2 Ayes, 1 Abstention (A. Jensen). Motion carried.

**13. Fuel Contract**

**Motion:**

Selectman Arnold Jensen moved to approve and authorize the First Selectman to sign the contract for the Town of Oxford's 2024 pricing for heating oil at \$3.0825, gasoline at \$2.4783 and Ultra Low Sulfur Diesel at \$2.9630 through Santa Buckley Energy, Inc from Bridgeport Ct. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**14. Designate Great Oak Middle School Evaluation & Improvement Committee as the Building Committee for Quaker Farms School HVAC Renovations Project**

**Motion:**

Selectman Arnold Jensen moved to remove this matter from the table. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Motion:**

Selectman Arnold Jensen moved to designate the Great Oak Middle School Evaluation & Improvement Committee as the Building Committee for Quaker Farms School HVAC Renovations Project. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**15. Great Oak Middle School Evaluation & Improvement Committee HVAC Air Quality Grant to Complete Renovations of HVAC at Quaker Farms School - Hire Grant Writer**

**Motion:**

Selectman Arnold Jensen moved to remove this matter from the table. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Motion:**

Selectman Arnold Jensen moved to hire Karen DePresia to write the HVAC Air Quality Grant to complete the renovations of the HVAC system at Quaker Farms school. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion:**

First Selectman Temple noted that Ms. DePresia will be able to get this grant completed. Superintendent Dr. Robert Miller stated time is running out for this grant, so time is of the essence.



## 16. Report of First Selectman

- The Parks & Recreation's Annual Tree Lighting event took place last Friday. The weather was not very cooperative, but it was a fun, festive event that was well attended. Even the rainy weather could not stop Santa from coming to Oxford!
- Today the First Selectman and the Administrative Assistant went to the Senior Center Christmas Party which was held at the Grand Oak Villa. There was great food, great people and a great time was had by all.
- Wednesday, December 13th will be the Menorah Lighting Ceremony here at Town Hall.

### Audience of Citizens

Mrs. Debbie Sherman, of 7 Perkins Road, thanked the Board for moving in a forward direction with the HVAC system.

### Adjournment

#### **Motion:**

Selectman Arnold Jensen moved to adjourn the meeting at 8:08 PM. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

Respectfully Submitted By

***Kathleen Sundstrom***

Kathleen Sundstrom

Clerk

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TOWN OF OXFORD, CT  
TOWN CLERK