

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
March 26, 2019

The Commissioners Meeting was held in the meeting room of the Community Services Building on March 26, 2019. Commission President Gordon Fronk called the meeting to order at 6:00 p.m.

PRESENT

Attending the meeting were Commission President Gordon Fronk, Commissioner Gordon Graves, Commissioner John Pepe, Public Works Superintendent Scott Delude, Administrator/Clerk Cheryl Lewis, and Town Attorney Lyndsey Ryan.

APPROVAL OF MINUTES

Commissioner Graves motioned to adopt the minutes of March 12, 2019 as distributed. Commissioner Pepe seconded the motion, all were in favor, and the motion carried.

A motion was made by Commissioner Pepe to approve and file for audit the disbursements for the month of February 2019. The motion was seconded by Commissioner Graves, all were in favor, and the motion carried.

MAINTENANCE REPORT

Public Works Superintendent Delude reported the following:

- The community garden spot has been leveled and sodded for the upcoming season. As soon as the sod starts to take root the public works crew will start building new garden boxes for the town with the hopes that they will be done around mid-May.
- Public works has finished a water audit for MDE and the Morris Street grant. The last audit was done 10 years ago by the Public Works Superintendent. This year's report was done by public works crew member Michael Bell as part of a good training and learning experience.
- The Oxford Wastewater plant construction project is going to be working six days a week for the next few weeks in order to get the concrete walls up for the new plant. It was noted that work would not be taking place the weekend of Oxford Day.
- All the town mowers have been prepared for the spring season with oil changes, filters and blades and are awaiting the first cutting of the season.
- The annual flushing of the fire hydrants will take place on April 1, water spots in the streets are not necessarily leaks but just maintenance.
- New rear tires were put on the town backhoe this week as the result of a piece of sharp metal picked up during bulk pick up damaging one tire. The cost of replacement was \$1500.

POLICE REPORT

Oxford Police Chief Patrick Maxwell reported the following:

- 10 – Police information/service
- 2 – Parking violation
- 2 – Assist fire department/ambulance
- 1 – Alarm
- 1 – Check the welfare

- 1 – Suspicious vehicle (Id and moved on)
- 2 – Warrant service (both held on bail)
- 1 – Suspicious person (concern neighbor looking out for neighbor)
- 1 – Burglary (unfounded)
- 1 – Stalking/harassment (ex-paramours)
- 1 – Brandishing a firearm (occurred outside of town-referred to MSP)

FIRE COMPANY

Chief Graham Norbury gave a brief report stating the since the last meeting there had been 7 fire calls (3 in Oxford and 4 mutual aid), 55 miles traveled and 52 member responses. There were 9 Ambulance calls, 5 transported, 2 assisted, 1 refused, 1 n/a, 129 miles traveled, and 38 member responses. The next breakfast would be April 14th and they were getting ready for Oxford Day.

PRESENTATIONS

Bo Oristian, owner of Docs Sunset Grill, was present to award the Oxford Museum a check in the amount of \$719.16 from money raised by the restaurant during the month of February. Oxford Museum employee, Julie Wells, was present to accept the money noting that the museum was very appreciative of the work done by Docs restaurant in helping the museum. Mr. Oristian stated that during the month of March money was being raised to help the Oxford Fire Company and the following month's fundraiser will be for the Children's Advocacy Center. The Commissioners all thanked Mr. Oristian for his community service and fund raising events.

Matt Hiem, Mid-Atlantic coordinator from the non-profit organization Oceana, was present to share information on the proposed drilling of oil and gas in the Atlantic along with his quest for support from the communities along the Chesapeake Bay in the hopes that this drilling will not take place. Oceana's concerns are not only with regards to spillage but also on the impacts involved in the exploratory process before drilling takes place. The current government administration is moving forward with a proposal that would allow for offshore drilling in 90% of the United States Continental Shelf region. This would include all of the Atlantic and areas at the mouth of the Chesapeake Bay. Five companies have already applied for permits to conduct seismic air ground surveys in the Atlantic. The concerns centers around the use of seismic air guns, which can be as many as 48 guns being set to go off every 12 minutes, and the impacts they create on the environment, particularly as to how it would relate to the Bay. In an effort to fight this proposal he was working with local communities to pass resolutions voicing their concerns that this was bad for the environment, and that the government should reconsider. Mr. Hiem asked that Oxford consider a resolution and offered his assistance in working with the town. After some discussion, the Commissioner's requested that Mr. Hiem provide further information by email.

UNFINISHED BUSINESS

Administrator Lewis report that she had received an electronic copy of the signed contract for the Mews project from the DHCD and she thought it would be okay at this time to award the contract so that work can be scheduled. In summary, Lewis noted that the last time the Commissioners looked at the bids, it had been agreed that Attorney Booth should produce a contract that Lewis would forward to Victor MacSorely for consideration. President Fronk made a motion that the Commissioners vote on the approval of the contract to Victor MacSorely for the demolition and stabilization of the MEWS building.

The motion was seconded by Commissioner Pepe, all were in favor and the motion carried. Lewis stated she would contact Mr. MacSorely regarding the contract and hopefully work would start in the next month.

President Fronk read aloud Resolution 1903 –A RESOLUTION OF THE COMMISSIONERS OF OXFORD TO ESTABLISH A TRASH COLLECTION POLICY AS PROVIDED BY CHAPTER 5 OF THE OXFORD TOWN CODE, noting that it had already been reviewed and discussed at prior meetings. Commissioner Pepe made a motion to adopt the resolution as presented, Commissioner Graves seconded the motion. Administrator Lewis noted that the town was just adopting policies that they had already been following and that the main purpose of this resolution was to have something in writing should anyone ask about it, along with having the ability to enforce it if there are infractions. The vote was called, all were in favor and the motion carried.

NEW BUSINESS

None

LETTERS AND REQUEST

Administrator Lewis presented an invitation for the Commissioners to attend an event on April 2, 2019, at 11 a.m. for Talbot Goes Purple. She also presented communication from the Oxford Committee formally requesting to hold Oxford Day. It was noted that Public Works Superintendent Delude would provide a vehicle for the Commissioners to ride in for the Oxford Day parade.

ATTORNEY

President Fronk welcomed Attorney Lyndsey Ryan of Booth, Booth, Cropper and Mariner as the town's new attorney, replacing Attorney Brynja Booth, who will soon be leaving the firm to sit on the Maryland Court of Appeals.

Attorney Ryan presented an updated copy of the Town Code incorporating the most recently adopted ordinances. She also presented the Commissioners with an updated Police Manual, which had been adapted from the Lexipol electronic template, with all the federal and state requirements, and which she had worked with Chief Maxwell to tailor it to work in Oxford. She was providing it to the Commissioners for review, after which it will be presented with a resolution for adoption at a future meeting. Attorney Ryan requested a closed session for legal advice on a code enforcement issue and on a personnel matter.

ADMINISTRATOR

Lewis reminded the Commissioners the town had received a grant of \$90,000 to design green infrastructure for The Strand, Strand parking lot, a portion of the yacht club beach and of the Sandaway beach, and to also review the town's pocket parks in the interest of shoreline resilience. She noted that when she was applying for the grant, the National Wildlife Federation (NWF) reached out to her, as they had just entered into the field of green infrastructure, and were interested in being a joint applicant for the grant, providing technical assistance with the project. As such, when the grant was submitted, they were also included in the language of the grant. Lewis noted that the NWF would receive \$7,500 of the grant money and provided the Commissioners with a copy of the proposed agreement for their services. Lewis also stated an RFP was placed on Maryland E-Marketplace and that she had received nearly 30

emails of interest, with 13 different companies attending the initial prebid meeting. Bids may be available by the next town meeting. The NWF and State will review these with Lewis to determine the best design. Lewis added that she was looking for concept drawings that had an “out of the box” design, as the desire is to build in resilience while retaining functional beaches. She added that the State of MD ranks public access very high and that Oxford provides an enormous amount of public access to the water. She stated that if the Commissioners were OK with the NWF agreement she had presented, she would send it to the NWF for their review. Commissioner Pepe made a motion to accept the agreement between the Town of Oxford and the National Wildlife Federation, the motion was seconded by Commissioner Graves, all were in favor and the motion carried.

Lewis mentioned that she has been receiving budget requests, and has begun to put together the 2020 budget for review. She intends to identify any big items at the next town meeting, with plans to review the budget at the April 23 town meeting. She would like to schedule the budget hearing for May 14, which allows for one additional meeting prior to adoption if needed.

COMMISSIONERS

Commissioner Graves reported that he enjoyed the recent ESLC Climate Conference held at the OCC this past weekend. Commissioner Pepe added that it was well attended. All agreed that valuable information was presented and Oxford was staying on the forefront of the efforts needed to meet future changes.

There being no further business, President Fronk made a motion to adjourn and go into a closed session for legal advice on code enforcement and a personnel matter. The motion was seconded by Commissioner Pepe, all were in favor and the motion carried.

Respectfully submitted,

Cheryl Lewis, Town Administrator-Clerk/Treasurer

“In accordance with Section 10-508(d) of the State Government Article of the Maryland Annotated Code, a written statement of the closed session is attached to the official minutes of the Commissioners of Oxford and maintained in the minute book in the Town Office”.