

## COMMISSIONERS MEETING

January 22, 2008

### LOCATION

Commissioners Meeting was held in the meeting room of the Community Services Building on January 22, 2008. The meeting was called to order by President Kearns at 7:30 p.m.

### PRESENT

Commissioners present were Timothy Kearns, James Klair and Peter Dunbar. Attorney Thompson and a Star Democrat representative were in attendance. There were approximately thirty (30) people present.

### MINUTES

The minutes of January 8, 2008 were approved as distributed.

### MAINTENANCE REPORT

Scott DeLude, Public Works Superintendent, gave the Maintenance Report. The report consisted of the following:

1. The issue of brush and leaf removal is going to be a problem in the near future with the closing of the Easton landfill in 2010 and the cost in man and truck hours for hauling it to the new Denton landfill. Scott is looking into purchasing a brush shredder/chipper that would be able to handle all of the town's brush and leave mulch for the town and public use.
2. The arsenic reduction system has been revised to include a dry chlorine system to replace the town's outdated gas system. This will be more cost efficient and safer for the Public Works Department to operate.
3. The Public Works Department has removed the pilings at the Causeway Park used for parking barriers and will install new cement parking curbs and crush and run to repair the parking area. As soon as the ground dries the curbs will be installed and the crush and run will be leveled. Project cost totaled \$3000.00.
4. The Public Works Department has built a portable tow behind water tank system. This will be used for cleaning of the lift stations and watering of the tree bags in the summer. It was built from an old trailer at the shop and a 500 gallon tank that was not being used has been placed on the trailer. The system has 125 lbs of pressure and has been successfully used to clean out several storm drains.
5. Six trash cans have been replaced with new ones.
6. Salisbury University has mailed maps and schematics for the town's GIS System. Salisbury University will be giving basic training on the system in early February.
7. The walking path (Cross Street) adjacent to Bonfield Avenue will be installed as soon as Lane Engineering marks the area.
8. All the conduit in the main lift station has been replaced with new PVC. All wires are now protected from the wet environment.
9. The dead and diseased shrubs have been removed at the Causeway boat dock park. Replacement of the fence will be done as soon as the property line is marked.
10. Apple Marine has started their project at the end of the Strand, including the town's street end bulkhead.

### POLICE REPORT

Lt. Maxwell gave the Police Report in the absence of Chief Borga. The report consisted of the following:

- 1 - Animal Complaint (citation issued)
- 1 - Hit and Run (Under Investigation)
- 10 - Police Information
- 2 - Theft of Bicycles
- 1 - Assist the Fire Department
- 2 - Alarms (weather related)

Lt. Maxwell announced that the lap top computers in the police vehicles should be functional in early April. Funding for the computers is from Homeland Security.

Lt. Maxwell is looking into a program to record bicycles and owners. Information regarding this will be placed in the next town's newsletter.

Commissioner Dunbar stated that residents on South Street have questioned the removal of the 15 mile per hour speed limit signs. After a short discussion the Commissioners were in agreement to have two 15 mile per hour speed limit signs placed on South Street.

REQUEST TO BE ON AGENDA - Eastern Shore Heritage  
Elizabeth Watson - Wm. MacFarland

Wm. MacFarland, President of the Eastern Shore Heritage Inc., presented the Commissioners with copies of the final management plan, Fall 2005, of the Stories of The Chesapeake Heritage Area. Mr. MacFarland explained that Eastern Shore Heritage, Inc. (known as ESHI) is a non-profit public-private organization established to plan for and manage what is now to be known as the Stories of the Chesapeake Heritage Area. The town was approached a few years ago by ESHI to join the organization but declined at that time. ESHI will help organizations to locate funding, tax credits, etc for renovations. Oxford is in the Chesapeake Heritage area. Help is available even if the structure, a business, is not an historic building. Mr. MacFarland commented that Oxford is in the process of reviewing and updating their Comprehensive Plan and this would be the ideal time to add Eastern Shore Heritage to its Comprehensive Plan. Mr. MacFarland commented that there is no financial obligation to the town. Mr. MacFarland stated that Oxford would then be eligible for funds.

Elizabeth Watson, executive director of Eastern Shore Heritage, Inc., explained 'the investment envisioned in this plan is designed to build on the enormous local and state investment already made to preserve and develop its communities and outstanding outdoor recreation and protect the special resources of the region., defined in this plan as historic, archeological, scenic, and cultural resources. The significant tourism industry in the Stories of the Chesapeake Heritage Area relies on these resources. But there are no deliberate links between tourism and investment in the resources that benefit tourism, and tourism itself has been largely unplanned, as it is nearly everywhere in the United States'.

Ms. Watson commented that the Stories of the Chesapeake Heritage Area Management Plan must be incorporated in the town's Comprehensive Plan, this is a State requirement. Ms. Watson further commented that if there is a conflict between the two documents the town would be in control. Ms. Watson stated that when a state agency is doing work in a heritage area they have to come to ESHI in order for ESHI to see how the work will affect the area.

Ms. Watson presented key dates for towns in the Stories of the Chesapeake Recognized Heritage Area considering joining the Certified Heritage Area and tied to the 2008 Statewide Grant Application Process:

February 18 - Statewide Grant preliminary deadline to ESHI - applicants submitting by this deadline qualify for technical assistance.

March 3 - Statewide Grant final deadline to ESHI, final deadline for TIZ applications to ESHI (required for Statewide capital grants)

March 14 - ESHI grants committee meets

March 21 - ESHI Board of Directors votes on priority-setting among Statewide Grant applications and forwards all grant applications to the MHAA.

March 31 - expected close of 60-day reviews going on in three towns already in process and announcement of MHAA public hearing

April 1 - April 30: Sometime in this time frame, MHAA will hold a public hearing (at Chesapeake College) on altering the Stories of the Chesapeake Heritage Area's boundary to include at least the three towns already in process.

May 1 - MHAA meets. Last chance for boundary changes to Certified Heritage Area.

May 2 - July 14 Possible second MHAA public hearing for towns that were not able to complete their comprehensive plan amendment prior to the previous MHAA public hearing.

June 1 (estimated) - meeting packet mailed to MHAA's Technical Advisory Committee - last ditch date to complete a comprehensive plan amendment in order to join the Heritage Area.

June 15 (estimated) - MHAA's Technical Advisory Committee - reviews Statewide Grant application

July 1 (estimated) - meeting packets mailed to MHAA

July 15 (estimated) - Maryland Heritage Areas Authority awards FY09 Statewide Grants

The Commissioners advised that the Heritage Area Management Plan will have to be passed on to Oxford Planning Commission for review. The planning commission will meet on February 5<sup>th</sup> and copies of the plan will be given to each member at that time in order for them to review and discuss at their April 1<sup>st</sup> meeting.

Pat Jessup, President Oxford Museum, Inc., read a letter urging the commissioners to pass a resolution to add the Management Plan of the Eastern Shore Heritage, Inc. as an appendix to the Town of Oxford's comprehensive Plan. A copy of this letter is attached.

Brud Patterson, spokesperson for the Community Center, stated that the Board of Trustees of the Oxford Community Center recommends that the town adopt the Management Plan of the Eastern Shore Heritage, Inc. Mr. Patterson stated that the Community Center is looking at renovations to their building and would like to try and obtain grant money to help with the renovations. If the town can adopt the Management Plan quickly, the Community Center would be eligible to apply for grant money this year. Mr. Patterson further stated that by the town joining the ESHI there is no financial obligation to the town, the town has the option to get out of the program at any time and the town has control at all times.

Commissioner Klair assured the organizations that the town does understand the value of having ESHI. When the plan was presented to the town a few years ago it was a massive plan and no one could answer whether the town was making a financial commitment. Commissioner Klair thanked Mr. Patterson for inviting the Commissioners to the Community Center to hear plans being made for the Community Center.

Commissioner Klair made a motion to give the Final Management Plan , Fall of 2005, to the Oxford Planning Commission for consideration to incorporating it into the Comprehensive Plan that is currently being drafted. President Kearns seconded motion. Commissioners voted in favor of Eastern Shore Heritage Final Management Plan going to the Oxford Planning Commission for review.

#### NEW BUSINESS

The Commissioners held a discussion regarding unpaid water/sewer bills and charges for disconnecting and reconnecting water. Since many property owners have chosen to not pay their water/sewer bills for a twelve month period , the Commissioners agreed that there is a need to begin disconnection for non-payment of a bill. Attorney Thompson will draft a Resolution for a disconnection policy and charging for disconnection and reconnection of water for any reason.

#### PROCLAMATION - 325<sup>th</sup> Birthday

Attorney Thompson presented the Commissioners with a Proclamation celebrating throughout the year 2008 Oxford's 325<sup>th</sup> year as a community, port, and anchorage, honoring the history, heritage and culture of the Town of Oxford, and its contributions to the lives of its citizens, neighbors, and visitors. The Commissioners signed the Proclamation on the 22<sup>nd</sup> day of January, 2008. A copy is attached. Several copies of the Proclamation will be made to put in various locations.

#### BILLS PAYABLE

The Commissioners went to Bills Payable.

Commissioner Dunbar made a motion to adjourn the meeting. Commissioner Klair seconded the motion.

Aye - Timothy Kearns

Aye - James Klair

Aye - Peter Dunbar

Respectfully submitted,

Lillian Lord  
Town Clerk

