

COMMISSIONERS MEETING

March 25, 2008

LOCATION

Commissioners Meeting was held in the meeting room of the Community Services Building on March 25, 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. Town Attorney David Thompson and a Star Democrat representative were in attendance. There were approximately twenty (20) people present.

APPROVAL OF MINUTES

The minutes of March 11, 2008 were approved as distributed.

MAINTENANCE REPORT

Scott DeLude, Public Works Superintendent, gave the Maintenance Report that consisted of the following:

1. A water leak at the Causeway Park occurred on Easter morning and took two hours to repair.
2. Easter night there was a sewer backup at 107 Willow Street. It took four (4) hours to repair.
3. All the refurbished teak benches have been put in the parks.
4. All the trash cans in town have been cleaned and deodorized for the upcoming season.
5. A new submersible pump was installed at well tower #2 for storm water infiltration that will keep the pipes dry all year and will save on maintenance cost.
6. The department cleaned out the catch basins (state and town) to help with the storm water flow in Oxford. Many of the basins were full of sediment and were not serving a purpose. The basins will be cleaned on a yearly schedule.
7. Scott met with Sandi Pepe of the Department of Natural Resources to see if grant money may be available for the town docks and boat ramp. Ms. Pepe explained that the Ferry Dock and the Tilghman Street boat ramp are eligible. Grant applications will be completed and if awarded there are no matching funds. The amount of the grant goes up to \$90,000.
8. The town of Trappe has requested to purchase Oxford's wastewater balance scale. Oxford has not used the scale since 2006 and is in no need of the scale in the near future. Easton Utilities now does the part of the testing that requires a balance scale. The scale was purchased in 2001 for \$2000 and kept calibrated until 2006. Trappe is looking for a used scale.
9. Scott met with David Baker to discuss work to be done at the end of the Strand. Mr. Baker explained his proposal for the twenty four feet of grass with grass sides and a 24' x 16' parking spot. In looking the area over there is a need of a parking spot to alleviate any parking problems and blocked entrances. Scott recommended that the strand end have topsoil and grass placed on it and leave a spot for parking for recreational purposes.
10. Scott requested permission to rent an excavator for one month. The storm ditches and runoff spots have filled in over the years and are in need of being cleaned out.

The Commissioners asked Scott to give them a plan before renting an excavator to see if excavating will take care of the problems.

BID OPENING

At this time President Kearns opened bids for the 1988 Ford Econoline XL, V8 Diesel. Two bids were received, one from Peter Mullaly in the amount of \$378.00 and one from Eric L. Bridges in the amount of \$2025.00. The Commissioners agreed to award the bid to Eric Bridges. Scott will notify Mr. Mullaly and Mr. Bridges of the results.

STUDY OF THE TALBOT COUNTY SOLID WASTE AND RECYCLING

Mr. Timothy Goertemiller of Goertemiller & Associates presented a working draft of the study design and methods plan to ensure that the long term needs of Talbot County are met with regard to its solid waste management planning and its responsibility to the environment. There will be four sub-studies (1) The Facilities Location, (2) The Homeowner Dropoff, The Environment and Recycling and (4) The Town Collaboration and Citizen Input.

The study will focus on methods for assisting the ability of the Caroline County regional facility to meet the needs of Talbot County, and the best plan for locating any future waste transfer stations for moving solid waste out of Talbot County to Caroline County beginning in the year 2011.

A question presented to the Commissioners was whether the town of Oxford wants to be a collaborate part of the study and to let the committee know if there is anyone interested in being the point of contact for Oxford.

POLICE REPORT

Chief Borga presented the Police Report that consisted of the following:

- 1 - Accident with no injuries
- 3 - Police Information
- 1 - Alarm (malfunction)
- 1 - Check the Welfare (person o.k.)

REQUEST TO BE ON AGENDA - Michael Klein

Mr. Klein was in attendance to discuss property located at 208 Strand. Mr. Klein explained to the Commissioners that this property has a retaining wall along the front (Strand) and side (Norton Street) that is built from railroad ties. This wall is in bad shape and needs to be replaced. Mr. Klein stated that when this property was purchased it appeared that the wall was located within the property boundaries but this is not the case, it is on town property. Mr. Klein requested that the Commissioners allow him to rebuild the retaining wall and remove the brick walk along the Strand and replace the walk with sod. The new retaining wall will be built with brick, same brick that has been used on the house. The plan is to eliminate the ties on the Strand since trucks constantly hit the ties. Mr. Klein stated that the Planning Commission had advised him that permission was needed from the Commissioners since this is on town property.

Commissioner Dunbar suggested that this plan be tabled until the Commissioners have a complete plan to review. President Kearns stated that he wanted to see elevations of the work. All Commissioners agreed that complete drawings must be made available since this is use of public property. Mr. Klein requested to be on the Commissioners agenda for the April 8th meeting.

REQUEST TO BE ON AGENDA - William MacFarland

William MacFarland presented the Commissioners with a proposal for the Oxford Target Investment Zone as part of the Chesapeake Heritage Area. The target investment zone allows for tax credits to do renovations. Mr. MacFarland asked the Commissioners to review the document to see if any changes should be included. Commissioner Dunbar and Kearns questioned whether all properties should be included in the target investment area. Mr. MacFarland stated that it is up to the Commissioners to make changes to the document. The Commissioners advised that they will review the document but were in agreement that the whole town should be included as part of the investment zone.

MEETING WITH STATE HIGHWAY

The Commissioners announced that a meeting is to be held on Thursday, March 27th at 3:00 p.m. with State Highway Administration. This will be a workshop regarding streetscape.

LETTER - RAY STEVENS - Streetscape

Commissioner Klair announced that the Commissioners attended a meeting of the Oxford Business Association on March 18th to update everyone on the streetscape project. The Commissioners explained to the businesses that they wanted to avoid an eight (8) year old plan and wanted the plan to be updated in order for it to be beneficial to the town today. Ray Steven's letter thanked the Commissioners for working on several issues with the State that are concerns of the Oxford residents and businesses.

BANNER - Water United Methodist Church

Waters Church has requested permission to place a banner on church property for their 125th birthday celebration and homecoming. The Commissioners agreed to allow the church to place the banner on their property.

OXFORD 325TH BIRTHDAY

The artist group working on the 325th Birthday celebration of the town will be placing a banner in the area of the ferry. Permission to place the banner in this area has been given by the Commissioners.

PORTABLE TOILET ENCLOSURE

President Kearns commented that years ago the Commissioners discussed building a permanent restroom facility in the area of the ferry. This never became a reality. A building was donated to Captain Bixler by Wade Fuller to be used for storage of equipment for the ferry. Installing this building brought more attention to the portable toilets. A group volunteered to construct an enclosure for the portable toilets located at the ferry dock. The building was designed from a drawing done by President Kearns. The group consisted of Captain Tom Bixler, Tony Passarella, John Pepe, Dick Nolker, Sandy Orem, Jarvis Newman, Claude Maechling, Bill Milar. Today, March 25th the constructed building has been put in place at the ferry dock, enhancing the looks of the area. Patrick Maxwell was able to make the moving of the enclosure an easy chore by contacting G.M. Giant and obtaining use of their rollback and driver free of charge. The Commissioners thanked everyone that had a hand in helping with the building of the enclosure.

USE OF TOWN PROPERTY

Albert Gibson asked permission to place his trailer with a boat on it on town property when Mr. Klein removes his garage. The Commissioners were agreeable to allow Mr. Gibson to place his boat on the Strand parking lot during the time it takes for Mr. Klein to remove his garage.

IMPORTANT NOTICE - WATER/SEWER BILLS

President Kearns announced that all water bills mailed out this quarter will have the following notice posted on them. "Beginning with this quarter billing (January - March 2008) the town will terminate your water service for non-payment of a bill. You will have thirty days to pay your bill. After this notice will be given that your service will be terminated. There will be a charge of \$50.00 to reinstate service". It has become the policy of many users to wait several quarters before making a payment. In order to avoid this, our new policy of terminated water service will begin this quarter.

OXFORD DAY

Commissioner Klair announced that Oxford Day will be April 26th and the activities have been expanded. Not only pirates, but also a Confederate Army and a flower contest have been added. Businesses can compete as well as residents. There will be ribbons given and judging will cover three areas of town. One area will be Oxford Inn north including the Strand, another area is Oxford Inn to Bachelors Point and the last area is Jacks Point. Live plants only may be used in the arrangements. The town website www.oxfordmd.net has

more information and you can sign up using the website. Flower contest judging will be held on Friday, April 25th at 2:00 p.m.. There is a schedule of events to be held on Oxford Day on the town's website.

OXFORD COMMUNITY CENTER

Commissioner Dunbar announced that Senator Colburn submitted a bond bill for the Oxford Community Center and they will be receiving \$50,000.

LIVING SHORELINE

Commissioner Dunbar submitted a grant for a design plan for a living shoreline for the Park and Lovers Lane.

AUDIENCE

Recycling

Ford Schuman, President of Infinity Recycling, stated that he has been serving our area since 1980. Mr. Schuman announced that the town of Trappe has asked for a proposal to have him pickup recyclables curbside for all the residents. Mr. Schuman wanted to let the Commissioners know that this service is available. Infinity does curbside on an individual basis for Oxford at the present

EXECUTIVE SESSION

The Commissioners voted to go into executive session to discuss a personnel issue. The executive session was held under Section 10.508 Open Meetings Act, Maryland Code (1992 cum. Supl.) No. 2. Those in attendance were Timothy Kearns, Commissioner, James Klair, Commissioner, Peter Dunbar, Commissioner and Lillian Lord, Town Clerk.

BILLS PAYABLE

At this time the regular meeting was reopened and the Commissioners went to Bills Payable.

Respectfully submitted,

Lillian Lord
Town Clerk