

## COMMISSIONERS MEETING

December 8, 2009

### LOCATION

Commissioners Meeting was held in the meeting room of the Community Services Building on December 8, 2009. President Dunbar called the meeting to order at 7:30 p.m.

### PRESENT

Commissioners present were Peter Dunbar, Timothy Kearns and James Klair. Town Attorney David Thompson was in attendance. There were approximately six (6) people in attendance.

### APPROVAL OF MINUTES

The minutes of November 24, 2009 were approved as distributed.

### MAINTENANCE REPORT

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

1. Two trees that were cut down by Delmarva Power for the town during the tree trimming have been removed and the town has had the stumps removed. There are still three (3) stumps in the park to be ground down but the ground is too wet to drive vehicles on.
2. The water meter replacement began today, 12/8/09. The first thing in the morning a meeting was held with the contractors and they were made aware of what the town expects from its contractors. If there are any questions from the residents during the three (3) week installation, please call Scott at 410-226-5740.
3. The Public Works Crew has started the yearly ditch and culvert cleanouts. Please watch out for town vehicles in awkward places while this work is being done. State Highway Administration is cleaning ditches and culverts along Morris Street.
4. Scott attended a meeting two (2) weeks ago on MDWARN (Maryland's water/wastewater agency response network). This is a network of utilities helping other utilities to respond and recover from emergencies. This system would allow us to have other certified crews/operators help each other out in a disaster to restore critical operations. It is a complete voluntary mutual aid agreement between utilities of Maryland. It is something that could benefit the town in an emergency. A request was made for the Commissioners to look over the system and see if the town would like to join. This system can be viewed by going to [mdwarn.org](http://mdwarn.org).

Scott announced that leaf pickup will be ending the week of December 16<sup>th</sup>.

Scott advised that he will be meeting with Captain Tom Bixler on Wednesday, December 9<sup>th</sup> to discuss erosion along the shoreline at the Ferry Dock.

Scott requested an executive session to obtain legal information.

## POLICE REPORT

Lt. Patrick Maxwell gave the Police Report in the absence of Chief Borga that consisted of the following:

- One Burglary (no forced entry – closed door – Seven arrested)
- Fifteen Police Information
- One Suspicious Person (ID and moved on – Criminal record for theft)
- One assist the Fire Department

The burglary in town resulted in seven persons being arrested. The age ranged from 14 to 19. Three adults were taken before the Court Commissioner and released pending trial. The four juveniles were referred to the Department of Juvenile Justice and released to parents. Alcohol, marijuana, liquor and drug paraphernalia were seized at the scene. The police were called by a neighbor who saw the men entering the rear of the residence. Lt. Maxwell thanked James and Pete Jaramillo for reporting the suspicious activity and their assistance. Lt. Maxwell reminded everyone of the importance to notify the police department when they see anything out of the ordinary.

The Commissioners thanked the Oxford Police Department for their assistance at the house fire of Janice Haddaway. The Commissioners thanked Oxford Fire Company for their fast response to the fire. Cpl. Thomas was the first one on the scene and was in the process of entering the house to look for occupants when he was informed by a neighbor that everyone was out of the home and safe. The Commissioners thanked Cpl. Thomas for his heroic action.

Commissioner Klair thanked Lt. Maxwell for keeping the Commissioners abreast of activity in town, rather than finding out about it from the newspaper.

## OXFORD FIRE COMPANY

President Dunbar read the Oxford Fire Company report in the absence of Steve Mroczek. The Oxford Fire Company responded to a total of six fire calls, two within the Oxford Fire District and four mutual assistance calls, three to Easton and one to St. Michaels. During the same period 11/24 to 12/7 the fire company responded to two ambulance calls within Oxford Fire Company's Fire District. Oxford Fire Company thanks everyone in the community who joined them for Breakfast with Santa on Sunday, December 6<sup>th</sup>. It was a very successful event.

## NEW BUSINESS

President Dunbar announced that the Commissioners have been notified of a proposal for a subdivision by Rodney Spring off of Bachelors Point Road. This property is in the County. There is a pre-application meeting scheduled with the County on December 15<sup>th</sup>. This meeting will be held with county staff in order for them to ask questions of the applicant and allow the applicant to respond before submitting a formal proposal. This proposal will require an amendment to the County Comprehensive Water/Sewer Plan before the applicant can go forward with the plan. The plan includes fifteen (15) building lots and an open water effluent pond of three acres utilizing wetlands. At this time it is premature for the town to comment. Commissioner Klair advised that the property is located at the intersection of Riverview Avenue and Bachelors Point Road and runs to the East and South. The property is not in the town boundaries. Attorney Thompson explained that the pre-application meetings are typically between staff and applicant. The public can attend but no comments will be taken.

## NEW BUSINESS

### Centreville gets award from Md. Chapter of the Am. Planning Association

Commissioner Klair commented that an article was received from an anonymous person regarding the town of Centreville receiving an award to the Town Council and the Queen Anne's County Commissioners for a job well done on Centreville's 2009 Community Plan. President Dunbar committed that it is interesting to see the design guidelines for the environmental protection through participation in the Corsica River Watershed Restoration Action Strategy implementation plan. Centreville has gotten professionals to look into this. Attorney Thompson stated that Ray Clarke, Talbot County Public Works, spearheaded a group including MDE to study Oxford and Boone Creek, but there was no money available and not a lot of support through the county political system.

## UNFINISHED BUSINESS

### Town Park Shoreline

President Dunbar announced that Environmental Concern Inc. has left information on the Living Shoreline for Town Park in the Town Office for citizens to review. This information gives an idea what they have in mind for the shoreline. The town is still working with the Methodist Church concerning the beach area. Another area needing improvement is at the ferry dock. This shoreline is located between Tred Avon Yacht Club and the ferry dock. Captain Bixler is concerned with undercut of the roadway. Scott is meeting with Captain Bixler on Wednesday to look at the roadway. There should be a conceptual plan for the ferry dock area for the public to talk about early in January. On December 22, 2009 Environmental Concern will give a presentation on the Living Shoreline at the town meeting.

### Short Term Rental

The Commissioners discussed whether to introduce the short term rental ordinance or to give recommendations to Attorney Thompson and introduce the ordinance at the next town meeting on December 22<sup>nd</sup>. It was decided that there may be substantial changes to the ordinance as drafted and it would be best if each Commissioner submit any changes they want to Attorney Thompson by December 16<sup>th</sup>. This will allow Attorney Thompson to incorporate the changes in the ordinance for the December 22<sup>nd</sup> meeting.

## ATTORNEY

Attorney Thompson advised the Commissioners that the bulkhead at the "J Dock" which is leased month by month to Oxford Boatyard is in need of repairs. The lease provides that Oxford Boatyard is responsible for repairs due to natural causes. Attorney Thompson stated that he has been in touch with Mr. Nathanson, OBY, and Mr. Nathanson views the repairs as the town's responsibility. OBY advised Attorney Thompson that if the town does any work in this area they will need notice in order to move the boats. Attorney Thompson recommended that this work should be done and needs to be put on a schedule. Commissioner Kearns questioned whether something should be done at this time. Scott commented that the parking lot has some holes from the water coming through the bulkhead and this should have a temporary fix. The fence adjacent to the bulkhead belongs to the town and was put in at the request of OBY. The Commissioners requested that Scott make temporary repairs at the present and look into the cost and possibly grant money for permanent repairs.

#### Oxford 325-340 Anniversary Committee

A letter was received from Lelde Schmitz, Oxford Artist Group, requesting that the town be the custodian of money received by the Oxford Artist Group. The money would be earmarked for the use by the Oxford Artist Group activities. At the present Lelde Schmitz, Chair and Robert Laforce, alternate chair, would be authorized to make withdrawals from this account. The Commissioners approved the request of the Oxford Artist Group.

#### Recycle Center

Scott advised that Ray Clarke will be attending a Commissioners Meeting in February to explain what is happening with the County and curbside recycling. In the meantime Scott commented that the Recycling Center was quite a mess over Thanksgiving. Residents will not take their recycles home when they see that everything is full. They are leaving it outside of the containers and it is blowing all over the area. The cardboard recycling is always overflowing causing the Maintenance Department to clean up several times before Infinity picks up. Citizens also use this for household trash. The Commissioners requested that Scott talk with Infinity Recycling to try and come up with a better solution for the cardboard.

#### Evan Roe

Commissioner Kearns advised that he has written a letter of recommendation for Evan Roe, Bonfield Avenue, to attend the Police Academy. Everyone wishes Evan the best of luck with this endeavor.

#### David Baker

Commissioner Klair stated that the Commissioners received a letter from David Baker resigning from the Historic District Commission and requesting that he be placed on the Oxford Planning Commission.

#### PUBLIC COMMENT

Bernie Witter requested that the Commissioners appoint new people to the various boards to give more involvement from the community.

Joan Craig asked the status of the Parking Ordinance. Comments have been received from the Planning Commission. The Commissioners have asked for some changes to the ordinance and at this time the ordinance is not completed. Commissioner Klair suggested that any changes by the Commissioners be sent to Attorney Thompson by December 16<sup>th</sup> in order for the ordinance to be introduced on December 22<sup>nd</sup>.

#### EXECUTIVE SESSION

The Commissioners voted to go into executive session to discuss appointments, employee issues and to obtain legal advice. The executive session was held under Section 10.508 Open Meetings Act, Maryland Code (1992 Cum. Supl.) No. 2. Those in attendance were Peter Dunbar, Commissioner, Timothy Kearns, Commissioner, James Klair, Commissioner, Scott Delude, Public Works Superintendent, David Thompson, Town Attorney and Lillian Lord, Town Clerk.

BILLS PAYABLE

The regular meeting was reopened. The Commissioners went to Bills Payable.

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

Aye – Peter Dunbar

Aye – Timothy Kearns

Aye – James G. Klair

Respectfully submitted,

Lillian Lord  
Town Clerk