

## COMMISSIONERS MEETING

June 8, 2010

### LOCATION

Commissioners Meeting was held in the meeting room of the Community Services Building on June 8, 2010. 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 and a Star Democrat representative were in attendance. There were approximately ten (10) people in attendance.

### APPROVAL OF MINUTES

The minutes of May 25, 2010 were approved as distributed.

### MAINTENANCE REPORT

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

1. Scott announced that Oxford's Consumer Confidence Report is finished and will be put in the newspaper later this week. This report informs the residents what the quality of the water is that the town is distributing. A copy of the report can be obtained by calling the town office.
2. Street patching has been completed throughout town. The patching took place in areas where the maintenance department had to fix culverts or water leaks. The cost for the patching was \$4300.
3. Six representatives from Calvert County will be visiting Oxford this Friday to look at the town's new arsenic system. They are looking for alternatives to meet the EPA's new arsenic rule of 10 ppm.
4. A new well pump and motor has been installed at well #2. The well should be up and running by the end of this week.
5. The bid for the town hall stairwell is completed and will be put out to bid in the near future.

President Dunbar requested that Scott contact Pierson's and have dry hand cleaner put in the portable toilets.

### POLICE CHIEF

President Dunbar and his fellow Commissioners announced that Patrick Maxwell has been appointed Chief of Police for Oxford. Pat will be sworn in as Chief of Police on Tuesday, June 22, 2010 at the regular town meeting.

### POLICE REPORT

Acting Chief Maxwell gave the Police Report that consisted of the following:

- Twenty Police Information
- One Suspicious Vehicle (ID Occupants and moved on)
- Two Suspicious Persons (ID and moved on – Criminal History)

- Two Animal Complaints (Abated and notified animal control)
- One found Property
- One Permit Violation (Cited)
- One Assist the Fire Department
- One Alcohol Violation (Cited and Released)
- One Check the Welfare
- One Theft of Purse (under investigation)

The State Police audited the police records for warrants, extradition policies and miscellaneous records. The department passed with 100% compliance.

The town was crowded over Memorial Day weekend, but there were no issues.

#### PUBLIC HEARING – Ordinance Number 1007 – Annual Budget

President Dunbar opened the Public Hearing for Ordinance 1007. Commissioner Klair made the following comments regarding the FY2011 Budget. Ordinance 1007 was introduced at the May 11<sup>th</sup> meeting and has been advertised and available in the Town Office since introduction. The tax rate has been set at the constant yield rate of .2306 cents and Oxford is one of the few towns that adopted constant yield. This is a tax decrease of .0132 cents from the FY2010 Budget. This is the third year that the tax rate has been decreased. There is a salary increase for all employees, there was no increase in salaries last fiscal year. President Dunbar gave praise and gratitude for the employees and their work and commented that a raise was the right thing to do. In looking at the Enterprise Fund, President Dunbar stated that looking into the future there will be a major upgrade that will have to be done to the waste water treatment facility. This could cost between \$8 and \$10 million dollars. In reviewing the rate structure for water and sewer an approximate one half million dollars could be gained in revenue by increasing the rates 100%. To balance the General Fund \$50,000 of the prior year revenue was used. President Dunbar asked for comments from the audience. There were no comments. The Public Hearing was closed. Commissioner Kearns made a motion to adopt Ordinance 1007. Commissioner Klair seconded motion. Commissioners voted on this 8<sup>th</sup> day of June, 2010.

Aye – Peter Dunbar

Aye – Timothy Kearns

Aye – James Klair

Ordinance 1007 passed this 8<sup>th</sup> day of June 2010, copy hereto attached.

NOW, THEREFORE BE IT RESOLVED, THAT THE FISCAL 2011 BUDGET SHALL BE SET FORTH BY ORDINANCE, TO BE NUMBERED 1007, AND SPREAD UPON THE MINUTES, THE REAL ESTATE TAX LEVY SHALL BE .2306 cents per \$100.00 valuation, a 1% discount shall be allowed if taxes are paid in full on or before July 31, 2010, no discount allowed during August and September 2010 and taxes subject to interest on and after October 1, 2010 at a rate of 2/3% interest and 5/6% penalty per month.

#### FULL TIME RESIDENTS

Commissioner Kearns introduced David and Sara-Beth Wangsness. Mr. & Mrs. Wangsness have become full time residents of Oxford. They renovated the property known as Mary's Garden.

#### OXFORD MEWS

A call was received from Mrs. Schmitz asking if anything can be done to request that the owners of Oxford Mews clean up the outside of their building as well as maintaining normal cleanliness of the place. Commissioner Klair commented that unless the property becomes a public nuisance not much can be done by the town. President Dunbar stated that he would take a look at the property.

#### ICE CREAM SOCIAL

A letter was received from Phyllis Gaiti, Vice President, Oxford Garden Club, requesting permission to hold the Ice Cream Social in the Town Park on Sunday, September 19, 2010 from 2:00 to 4:00 p.m. Ms. Gaiti also requested that someone from the town attend a meeting to be held on June 29, 2010 at 1:00 p.m. at the Community Center. All Commissioners agreed that the Town Park is available for the Ice Cream Social and Scott Delude will attend the meeting on the 29<sup>th</sup>.

#### LIVING SHORELINE

President Dunbar announced that the Board of Public Works will be reviewing the plans for the Town Park Living Shoreline on June 21<sup>st</sup>.

#### JULY 4<sup>TH</sup> CELEBRATION

Nancy Wallace questioned whether the Town Park will be accessible for the 4<sup>th</sup> of July Celebration for the children. President Dunbar stated that the whole park may not be accessible but there will be sufficient space for the celebration. Ms. Wallace stated that there will be information in the town's newsletter regarding the celebration, but Parks & Recreation does not advertise outside of town. They are not set up for a large crowd.

#### SIGNS

Commissioner Kearns stated that he has been working with Acting Chief Maxwell to clean up the signage throughout the town. He will be creating a map showing existing conditions and planned improvements.

#### UNFINISHED BUSINESS

##### PROPERTY ON SECOND STREET

Attorney Thompson advised that he has received a number of concerns about the condition of the property located at 102 Second Street. His office has written to the owner and has received no response. There has been communication with the Community Center and they need additional parking, for instance Oxford Day. Attorney Thompson advised the Commissioners that if the Commissioners believe there is a public need for the property it would be appropriate to use their power of eminent domain and start proceedings. The first step is to employ an appraiser to get the appraised cost for the land. Commissioner Klair made a motion to authorize the town attorney to engage the service of an appraiser to give the value of the property. Commissioner Kearns seconded motion. Commissioner voted on this 8<sup>th</sup> day of June 2010.

Aye – Peter Dunbar

Aye – Timothy Kearns

Aye – James Klair

Attorney Thompson commented that a similar issue arose with this property approximately twenty three (23) years ago, Homan Hallock, then a Commissioner, was able to organize volunteers to made repairs to the property and make it livable. Attorney Thompson stated that it is appropriate to move in the direction that the Commissioners are doing.

#### MDE

Attorney Thompson remarked that he has been in touch with MDE regarding Oxford's waste water treatment plant and the discharge permit. The town meets the current TMDL for Town Creek but we need to focus on the future.

#### EXECUTIVE SESSION

Attorney Thompson requested an Executive Session to discuss a litigation matter.

#### COMPREHENSIVE PLAN

President Dunbar announced that the draft copy of the Comprehensive Plan is available to anyone that would like to pick up a copy from the Town Office. This will go back to the Planning Commission for review. We have received comments from the State and for the most part the

comments have been incorporated. The next step will be to hold a joint meeting with the Planning Commission and the Town Commissioners. Any changes will be given to local agencies and a Public Hearing will be scheduled. The goal is to have the Comprehensive Plan adopted in the Fall.

#### ANNUAL BOARD DINNER

President Dunbar announced that the dinner for all the volunteers on the various boards will be held on June 21, 2010 at the Robert Morris Inn. Wendy Gibson, prior owner of the Robert Morris Inn, was in attendance and stated how pleased they are with the new owners of the inn.

#### PUBLIC COMMENT

Wendy Gibson, owner of Sandaway, explained that guests staying at Sandaway no longer check in at the Robert Morris Inn and are having difficulty in located Sandaway. Ms. Gibson asked if it would be possible to place a small sign on the corner of Morris Street and Lovers Lane on private property. The owner does not have a problem with the sign being placed on his picket fence. The Commissioners suggested placing a sign below the street sign. The Oxford Business Association should be contacted by Ms. Gibson to have a sign installed below the street sign. Kathy Bitter suggested that the signs for businesses be reviewed. Tom Bixler commented that he had replaced several of the signs for businesses that hang below the town's street signs and suggested that a material other than the plastic be used, since the plastic becomes brittle and breaks.

Nancy Wallace asked if the town has a cost for maintenance of a living shoreline. President Dunbar stated that Environmental Concern will stand behind their design. If problems arise that are their fault they will have to stand behind the repairs. Storms would not be their fault and the cost would be on the town, the same as anything else damaged due to storms.

#### EXECUTIVE SESSION

The Commissioners voted to go into executive session at the request of Attorney Thompson to discuss a litigation matter. Those in attendance were, Peter Dunbar, Commissioner, Timothy Kearns, Commissioner, James G. Klair, Commissioner, David Thompson, Town Attorney, Patrick Maxwell, Acting Chief of Police and Lillian Lord, Town Clerk.

Aye – Peter Dunbar

Aye – Timothy Kearns

Aye – James G. Klair

#### BILLS PAYABLE

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

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

Aye – Peter Dunbar

Aye – Timothy Kearns

Aye – James G. Klair

Respectfully submitted,

Lillian Lord  
Town Clerk

