

COMMISSIONERS OF OXFORD

Regular Meeting Minutes

April 28, 2015

The Commissioners Meeting was held in the meeting room of the Community Services Building on April 29, 2015. Commissioner President Carole Abruzzese called the meeting to order at 6:00 p.m.

PRESENT

Attending the meeting were Commission President Carole Abruzzese, Commissioner Gordon Graves, Commissioner Gordon Fronk, Town Admin/Clerk Cheryl Lewis, Chief Patrick Maxwell, Public Works Superintendent Scott Delude, and Town Attorney Brynja Booth.

The meeting was opened with the Pledge of Allegiance.

APPROVAL OF MINUTES

Commissioner Graves made a motion to approve the minutes of April 14, 2015, the motion was seconded by Commissioner Fronk, all were in favor, and motion carried.

The disbursements for the month of March 2015 were received. Commissioner Graves made a motion to file the disbursements for audit, Commissioner Fronk seconded the motion, all were in favor, and the motion carried.

PUBLIC WORKS

Superintendent Delude presented the maintenance report consisting of the following:

- Oxford Day went very smooth and everything has been picked up and restored.
- Public Works had a sewer backup on South Street, requiring Mr. Rooter to remove roots within the service line with a cost of \$650.
- Stone has been placed at the Causeway and Strand parking lots. It is necessary to replenish these annually with about 80 tons of stone.
- One of the new sewer lift pumps at Bachelor Point lift station has gone out and a replacement through the warranty is in the works.
- A hole was discovered in the street on Tred Avon Ave, about 1 foot in circumference and 1 foot deep. It appears it was caused by a previous water line break and it is now repaired. This road is prioritized on the CIP list as an upcoming water line replacement project.

POLICE REPORT

Chief Maxwell presented the Police Report, which consisted of the following:

- 1 - Alarm (MALF)
- 2 - Assist other Police Agency
- 18 - Police Information
- 1 - Animal Complaint
- 1 - Civil Matter (ref to courts)

- 2 - Suspicious Vehicles (ID & moved on)
- 1 - Identity Theft

Oxford Day went off without any issues. Crowds were down due to weather and most were gone by 3:30 pm prior to the rain.

Chief Maxwell reported he received positive response regarding traffic control performed by Ms. Lopez. Public Works was a great help with preparations. Community parking lot near Dog Park was filled to capacity, but no issues.

Chief reminded the Commissioners the Scottish Creamery would be holding their 10th anniversary celebration at the end of Tilghman Street this weekend.

UNFINISHED BUSINESS

President Abruzzese reminded all of the Public Hearings to be held for Ordinance 1503 Addressing Construction Noise and Storage, along with Ordinance 1504 addressing Dumpsters, Pods, and Portapots at the next Commissioners meeting on May 12.

NEW BUSINESS

President Abruzzese stated the Commissioners met in workshop previously to review the current FY Budget and the recommended changes as submitted by the Clerk. Abruzzese presented Ordinance 1505: AN ORDINANCE OF THE TOWN OF OXFORD AMENDING GENERAL AND ENTERPRISE BUDGET ADOPTED BY ORDINANCE 1404 FOR THE FISCAL YEAR BEGINNING JULY 1, 2014 AND ENDING JUNE 30, 2015 TO ADJUST CERTAIN LINE ITEMS AND RE-APPROPRIATE CERTAIN FUNDS for consideration. Commissioner Graves made a motion to introduce Ordinance 1505; Commissioner Fronk made a motion to second the introduction. Administrator Lewis added that the amended budget actually reduced expenditures for the year; the remaining SMSP funds for stormwater would it appear in the FY 2016, and there was no increase in funding needed for the amended budget. All voted in favor and the motion carried. A public hearing was scheduled for May 12, and advertising has been placed.

Abruzzese presented 1506: AN ORDINANCE OF THE TOWN OF OXFORD ADOPTING A GENERAL/ENTERPRISE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016, AND ESTABLISHING A TAX RATE OF \$.2952 PER \$100 OF ASSESSED REAL PROPERTY VALUE. Lewis stated that the proposed tax rate is the Constant Yield Tax Rate as provided by the State; the anticipated Local Income Tax revenues are the same as the newly reduced revenues in the current year, as identified at a previous meeting. She also stated that Capital Improvements included the previously unspent SMSP funds of \$75,000 from 2015, along with \$75,000 from 2016 funds to be used for Stormwater/Shoreline improvements, with the additional \$25,000 collect to be used for equipment to be utilized in the maintenance and improvements of the same. The Budget also includes \$50,000 for Sewer Line rehab for the first time, with the intention of addressing a portion of sewer line on an annual or biannual basis. She also mentioned that a street paving had not been identified in this year's budget in order to allow for the sewer rehab, although it could be included within the operating budget. The next identified street repair is Tred Avon at about \$120,000. Commissioner Fronk asked if we continued to experience issues with sinkholes, could the project be added to the FY 2016 budget. Lewis stated the inclusion of street paving could be addressed at the mid-year review in time for spring construction, adding that should the Tilghman parking lot be ready for paving after landing construction, it would be cost effective to include both projects in a spring bid. Otherwise, Tred Avon waterline replacement and paving would be included in the FY 2017 budget.

Commissioner Graves made a motion to introduce Ordinance 1506, Commissioner Fronk seconded the motion, all were in favor, and the motion carried. A public hearing for this ordinance is also scheduled for May 12, and advertising has been placed. All ordinances are posted on the website for review.

LETTERS

President Abruzzese read two informational announcements. SHA is anticipating major bridgework and closures at the MD 370 bridge over Miles River, with a public hearing scheduled for May 12 at the Easton Middle School. Habitat for Humanity is sponsoring a Choptank Women's Build clinic scheduled for April 29, more information can be found on their website.

ATTORNEY

Attorney Booth requested an executive session to discuss potential property acquisition.

CLERK COMMENTS

Administrator Lewis requested an executive session for legal advice regarding a law enforcement issue.

Lewis requested reappointment for several members serving on town boards, adding that only two of the requested reappointments had served more than one term previously, stating that she was recommended reappointment of those two members due to their value on the boards they serve and that new members have been added to those two boards recently.

The request was for reappointment of David Baker and James Reed to Planning, Jennifer Stanley to Historic, Doretta Murray to Elections, Tom Campbell to Port Wardens and Laurie Porter to Parks and Rec. Additionally she suggested John Pepe for the open alternate position on Port Wardens. President Abruzzese commended the members for their service and looked favorably on reappointment if they willing to continue their service. Graves and Fronk agreed with the value of these members, with Fronk adding the need for future new members. Lewis stated she does try to keep a running list of potential members and does solicit names for that list, but that currently she was recommending the reappointments as she felt these were the most appropriate people for these positions.

COMMISSIONER COMMENTS

Commissioner Fronk offered an update on the sistering process with Port of Wells, stating they were still working out the details of the proposed sistering. They are currently approaching the TAYC regarding Well's young sailors visiting in 2016. They are also considering information exchanges regarding port warden policies, stormwater improvements, flood controls, and emergency services, along with linking websites. Ian Fleming will be joining the committee.

PUBLIC COMMENT

Cathy Bitter inquired as to whether the town had some type of notification system to make citizens aware of any type of criminal or weather situation in town. After discussion it was determined that, the only feasible notification system was the Talbot County reverse 911 system, thorough which the Chief can request a call to the targeted area in town, but only for actual urgent situations.

There being no further business, Abruzzese called for a motion to adjourn the meeting into executive session. Commissioner Fronk made the motion, Commissioner Graves seconded the motion, all were in favor, and the meeting adjourned into executive session at 6:55 pm.

Respectfully submitted, Cheryl Lewis

“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.”