

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
January 9, 2018

The Commissioners Meeting was held in the meeting room of the Community Services Building on January 9, 2018. Commission President Carole Abruzzese called the meeting to order at 6:00 p.m.

PRESENT

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

The meeting opened with the Pledge of Allegiance.

Following the pledge, President Abruzzese addressed those in attendance and announced that her house had been sold in December and she had handed in her resignation to Commissioners Fronk and Graves. She expressed her joy and pleasure in working with both of her fellow Commissioners, as well as Attorney Booth and the town's employees. She then turned the meeting over to Commissioner Graves who had already taken the oath for Presidency earlier in the day. President Graves presented Past President Abruzzese with a token gift for her years of service to the town. A motion was made by Commissioner Fronk to nominate resident John Pepe to the position of Commissioner. The motion was seconded by President and after discussion, the motion carried. President Graves proceeded to issue the oath of office to Commissioner Pepe.

APPROVAL OF MINUTES

Commissioner Fronk made a motion to approve the minutes of December 12, 2017 as distributed. President Graves seconded the motion, and the motion carried.

MAINTENANCE REPORT

Superintendent Delude reported the following:

- The town had received its new Case backhoe to replace the 1980 backhoe that was in need of retirement. The cost of the new backhoe was \$80,000, which included trade-in of the old one. The funding was part of the town's capital outlay for this fiscal year.
- Because of the extremely cold weather, and the concern for damaging the bulbs in the below freezing temperatures, the maintenance crew is just getting around to taking the town's Christmas lights down for the season.
- The recent snowstorm was not that bad on the town and the maintenance crew handled the minimal amount of plowing with no issues.
- The town recently experienced 3 main water breaks...one on Mill Street, one on Bonfield Avenue, and one on Myrtle Avenue. All three were fixed by the town's crew with repairs lasting into the night. The valves that had to be closed to fix the leaks are still seeping water and should seal up in a couple days.
- The cold weather has resulted in several homes experiencing frozen pipes over the past week. The public works crew has been busy shutting off water to resident's home, both day and night.

POLICE REPORT

Chief Maxwell reported the following:

- 12 – Police information
- 6 – Court hours

- 1 – Open door
- 1 – Alarm (weather related)
- 5 – Check the welfare (storm and cold related)
- 1 – Animal complaint
- 1 – Suspicious vehicle (ID and moved on)

Chief Maxwell reported that the holidays went off without any issues or major incidents. He added that the extremely cold weather and snow kept the police department busy with checking on the welfare of others in town.

OXFORD FIRE COMPANY REPORT

The Oxford Fire Company report was given by newly appointed Fire Chief Graham Norton, who gave the following statistics since the fire company's last meeting on December 12, 2017: FIRE/RESCUE – 9 calls (1 in Oxford, 8 mutual aid to neighboring departments), 153 miles traveled, 36 hours worked, and 62 responders. EMS: 9 calls received, 6 patients transported, 2 accidental medical alarm activations, and 1 patient assist. Chief Norton reminded everyone that if they have any emergency to call 911 and that it takes 5 minutes for the alarm to sound and 5 minutes for help to arrive. The sooner the 911 call is placed, the better. The next firehouse breakfast will be held on Sunday, January 14th.

APPOINTMENT AND OATH OF OFFICE FOR PORT WARDEN NOMINEE

Administrator Lewis announced that with Mr. Pepe's rise to Commissioner status, an opening has become available on the Board of Port Wardens, and that she had received a recommendation from the Port Wardens that Robert (Bob) Hyberg be appointed to the board. Mr. Fronk made a recommendation to appoint Mr. Hyberg to the Board of Port Wardens. The motion was seconded by President Graves and unanimously carried. President Graves issued the oath of office to Mr. Hyberg.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Tot Myers O'Mara, representative of the Tred Avon Yacht Club and TAYC's Fireworks Committee, spoke to the Commissioners regarding the yearly fireworks display by the TAYC. She noted that yacht club's annual fireworks display, beginning back in the 1950's, has always been a big event, with spectators coming by boats and cars alike. It has always been one of Oxford's biggest events and in the past, had always been paid for by members of the yacht club. In its early years, the fireworks were set off on the beach but eventually, due to the Fire Marshal's declaration, the fireworks could no longer be set up on the beach and must be shot off from a barge in the river. In recent years, the yacht club had hired Apple Marine's barge to do the work at a reasonable price. However, that firm has gone out of business and the cost of renting a barge has greatly increased. The cost the yacht club was given for the rental of a barge only for the 2018 season, was \$7,500 with the cost of the fireworks to be \$10,900. The club is still in the process of looking for ways to reduce the costs, but right now the cost is coming in at \$18,400. Mrs. O'Mara noted last year the town gave the club \$5,000 towards the cost of the fireworks show. On behalf of the yacht club, she requested that the town increase its contribution to 50% of the total cost of the bill with the maximum being \$9,200. Administrator Lewis informed the Commissioners that this request would fall into FY 2019 and that the review of the budget would begin in March. President Graves added that the Commissioners would review the request during their regular budget process and give it careful consideration.

LETTERS AND REQUESTS

President Graves reported that quite a few letters and emails were received regarding the town's response during the recent cold snap and snow storms and read a few aloud. High praised was given for the work performed by the town's maintenance crew, as well as Thomas' Salvage and their weekly removal of the town resident's trash, and the updates posted by Administrator Lewis on the town's Facebook page.

ATTORNEY

Attorney Booth gave a brief report on proposed improvements to the town's water system, noting the town had recently received a grant to fund replacement of the waterlines on Morris Street. The grant was for \$1,000,000 and included another \$1,000,000 in loan funds to complete the project. The MDE grant requires the town to show that it is progressing towards construction by December of 2018. The town therefore has a year to work out the details and reached out to USDA to see if there were any matching funds available for such a project. A meeting has since taken place with a representative from USDA and she suggested that the town expand their request beyond just the distribution lines and look at the water infrastructure as a whole. GMB is doing a preliminary engineering report now to look at all water infrastructure and creating a report identifying the status of the infrastructure and prioritize replacement needs, so that when the town goes to the USDA with a request, they can provide information regarding the town's current and future needs. The report will take 6 to 9 months to complete. In the meantime, Booth and Lewis will be coming back to the Commissioners with a request for funds to start design for the Morris Street project, in order to be able to meet the deadline to utilize the MDE grant funds. Any USDA funds can be incorporated as we go.

ADMINISTRATOR/CLERK COMMENTS

Administrator Lewis reported that it had been a busy couple of weeks in the town office and that everyone worked well together during the recent cold weather with the maintenance crew doing a great job. The office will keep the Commissioners up-do-date when the next construction project starts, which will be the Causeway stormwater ponds.

COMMISSIONER COMMENTS

None.

PUBLIC COMMENTS

Dale Benson stated that he had observed John Pepe's work on the Board of Port Wardens and that he thought he was a fine choice for Commissioner as he gives careful considerations to matters and takes issues seriously.

There being no further business, President Graves made a motion to adjourn, Commissioner Fronk seconded the motion, all were in favor, and the meeting closed at 7:42 pm.

Respectfully submitted,

Cheryl Lewis
Town Administrator-Clerk/Treasurer