

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
June 26, 2018

The Commissioners Meeting was held in the meeting room of the Community Services Building on June 26, 2018. Commission President Gordon Graves called the meeting to order at 6:00 p.m.

PRESENT

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

APPROVAL OF MINUTES

Commissioner Fronk motioned to adopt the minutes of May 22, 2018 as distributed. Commissioner Pepe seconded the motion, all were in favor, and the motion carried.

A motion was made by Commissioner Fronk to approve and file for audit the disbursements for the month of May 2018, the motion was seconded by Commissioner Pepe, all were in favor, and the motion carried.

MAINTENANCE REPORT

Superintendent Delude reported the following:

- Public Works has installed a new storm water drain at 805 North Morris to alleviate the ponding at three homes in that area after rain events.
- The Waste Water Lagoon has finally caught up with the rain events. With only one lagoon in use and the construction that is underway, it has become necessary to run the plant seven days a week to handle the capacity.
- The generator at Bank Street lift station is currently down due to losing the battery after a power surge burned the battery and damaged the radiator within the generator. Parts have been order and the unit will be back in service shortly.
- Construction at the WWTP is coming along, compression plates have been placed, and fill has been added to expedite the compaction of the land. Other components of the project will be worked on during the waiting period for the compaction.
- GMB has been working with the town to review options for the replacement of the water line on Morris St. that will best serve the town.

POLICE REPORT

Chief Maxwell reported the following:

- 1 - Assault (arrested)
- 1 - Unwanted Person (Removed and advised to not return)
- 1 - Controlled and Dangerous Substance (Marijuana/Paraphernalia - Juvenile Referral)
- 1 - Underage Possession of Alcohol (Juvenile Referral)
- 1 - Warrant Service (Assault and Disorderly Conduct)
- 5 - Parking Complaints (Tickets Issued)
- 1 - Assist Other Police Agency
- 4 - Assist the Fire Department
- 30-Police information-service
- 5 - Alarm Calls (Malfunction)
- 1 - Suspicious Person (ID & moved on)
- 14 - Patrol Checks

- 1 - Check the Welfare

Chief Maxwell stated the 30th Annual Cardboard Boat Races for the Special Olympics went well, although attendance was down this year.

FIRE COMPANY

Graham Norbury presented the fire company report, with 14 fire calls, 3 where actual fires, 37 miles, and 102 hours. Medical responded to 21 calls, 14 transports to Easton and 5 citizen assist, with 207 miles traveled. He added that they held CPR Training for the Junior Sailors Program and that the next Breakfast will be on July 8th.

PUBLIC HEARINGS

President Graves opened the public hearing for Ordinance 1812 AN ORDINANCE OF THE TOWN OF OXFORD TO AMEND CHAPTER 11 OF THE TOWN CODE TITLED "HARBOR MANAGEMENT ORDINANCE", SUBSECTIONS 11.10.A. AND 11.10.C TO CLARIFY THAT IT IS A MISDEMEANOR TO DISCHARGE OR DEPOSIT FISH WASTE INTO THE WATERS OR ON ANY PROPERTY WITHIN THE TOWN OF OXFORD, AND TO CLARIFY THE PENALTIES UNDER SECTION 11.15 FOR DISCHARGING OR DEPOSITING FISH WASTE WITHIN THE TOWN, requesting Booth give a short introduction. Booth stated that the ordinance, which had been presented and explained at the prior meeting, would not actually change the town's current regulation as she felt that the current code already addresses the issue of waste, but this would clarify that the definition of waste, includes fish waste. Dale Benson asked if there would be unintended consequences for the watermen based on this change and had the watermen stated their concerns? Lewis stated that common sense is used when it comes to any enforcement and this would be no different, it would simply add clarification in situations where there was a problem and could be used to educate the perpetrator as to the consequences of not cooperating. She had not had any inquiries regarding the ordinance implications other than Peter Dunbar's question regarding the disposal of used clam bait, to which she reiterated did not pose an issue unless the disposed bait was to continually wash up into someone's yard creating a nuisance and at which time an education process would be undertaken. Commissioner Pepe added that he had discussed the problem of discarded carcasses with a few local watermen, who stated they knew the proper way to handle fish carcasses, understood the issue and they were 100% behind this, as no one wants the carcasses in the marina. With no further comments, the public hearing was closed.

UNFINISHED BUSINESS

Discussion was open on Ordinance 1812 AN ORDINANCE OF THE TOWN OF OXFORD TO AMEND CHAPTER 11 OF THE TOWN CODE TITLED "HARBOR MANAGEMENT ORDINANCE", SUBSECTIONS 11.10.A. AND 11.10.C TO CLARIFY THAT IT IS A MISDEMEANOR TO DISCHARGE OR DEPOSIT FISH WASTE INTO THE WATERS OR ON ANY PROPERTY WITHIN THE TOWN OF OXFORD, AND TO CLARIFY THE PENALTIES UNDER SECTION 11.15 FOR DISCHARGING OR DEPOSITING FISH WASTE WITHIN THE TOWN. Commissioner Fronk motioned to approved Ordinance 1812, Commissioner Pepe seconded the motion, all were in favor, and the motion carried.

Commissioner Fronk provided an update on the MEWS project, stating that Lewis and he, along with architect Cameron McTavish, would be meeting with the Department of Housing and Community Development the following morning regarding the current grant application, allowing for a tour of the building and an opportunity to discuss the funding request.

NEW BUSINESS

President Graves gave the floor to Suzanne Beyda, who representing the Oxford Museum, announced the Museum and Elizabeth Neustadt's most recent success in being awarded the hosting of the Smithsonian's new exhibition opportunity WaterWays. The program is called Museum on Main Street, which is taking the exhibits to small communities (under 20,000) allowing the local citizens to experience Smithsonian produced exhibitions. Beyda stated they would be coming to Oxford in 2019 for three weeks in July and three weeks in August. Many community members, including the Fire Company, the Yacht Club, the Community Center, and St. Paul's Church would participate in providing locations for the exhibition. In addition, the museum will receive assistance from the Smithsonian in development of advertising for the event and information on the development of exhibitions. Beyda stated that she and Elizabeth will start there training mid-July this year in preparation for the program. All agreed this was a very exciting undertaking for the Oxford Museum and praised Elizabeth's initiative.

Commissioner Fronk stated the Talbot County Sheriff's Office will once again be sponsoring Talbot Goes Purple this September, which will kick off with Purple Fireworks in both Easton and Oxford for Independence Day and lighting of the town's in Purple for the month of September. This year at least five additional counties will be participating with Talbot, including Dorchester, Queen Anne's, Caroline and Kent. They have an 82,000 budget this year and as we did last year, Oxford will be providing funding assistance in FY 2019. Fronk stated that it is difficult to measure the success of this program, other than to acknowledge the large number of children wearing their purple shirts and speaking about their knowledge of opioids. The Sheriff has stated this is a long-range success; we want these children to carry these lessons into their young adult years, as that appears to be the time when the challenges arise.

LETTERS

President Graves read a thank you letter from the Oxford Community Center in recognition of the town's designated annual donation of \$10,000 to the OCC operations. The letter provided a brief rundown of the entertainment provided by the OCC including the incorporation of their new website.

A thank you letter was received from the CMTA (Charcot Marie Tooth Association) in appreciation for the town's support of their annual fund raising event, also thanking Chief Maxwell and Public Works for their assistance.

Graves stated we had a visit from the Mayor and a Councilman of the town of Occoquan, VA. They had chosen Oxford for its similarities to Oxford in size and history. They had met with Graves for lunch at Doc's and discussed each other's efforts to preserve the historic characters of their respective towns, along with the rewards and challenges.

ATTORNEY COMMENTS

Booth requested a closed session for two potential litigation matters, a property maintenance-code enforcement matter, and a personnel matter.

CLERK COMMENTS

Lewis stated that the town had been awarded a \$90,000 grant for the engineering of green infrastructure to protect the beach areas from Sandaway around the Yacht Club point, down the length of the Strand, and including the backside of the Strand parking lot. All of the town's pocket parks are also included in the initial research to determine where increased protection is needed. She stated this offering is a new arm of DNR Chesapeake and Coastal Services Program, one of the first opportunities she had identified for beach protection and one of the first opportunities available to either private or public entities, which is what prompted her to approach the private entities for participation. The objective is to build resiliency within Maryland communities, including protection of assets which

contribute to the economics of a community, like our beaches. Lewis added there is a possibility of funding in future years for construction of the engineered projects through competitive applications.

Lewis presented the Commissioners with the annual Cafeteria Premium Only Plan for the employee's volunteer retirement program, for which she was requesting approval at some point.

Lewis reminded the Commissioners of their participation in the Healthy Waters Agenda over the last two years, which was started by the ESLC and currently has participation from Oxford, Easton, Cambridge, Salisbury, Queen Anne's County and Talbot County. The Commissioners had provided financial support of \$6000 (3-year commitment of \$2000 each year) towards this program last year and the group was excited to share that they had recently been awarded matching funds from the State in the amount of \$150,000, which will support the recently hired 'circuit rider' who will be available to assist individual communities with stormwater management practices. Lewis also reminded the Commissioners that the town was participating in a second group housed at ESLC, ESCAP, whose agenda was more focused on coastal resiliency. She explained that she felt participation in both of these programs at this time was beneficial for Oxford, especially as the two different focuses, the health of the local waters and the urgency of coastal resiliency, where of the utmost importance to community.

Lewis requested a closed session for personnel matters.

COMMISSIONER COMMENTS

Commissioner Fronk stated that he had spoken with state personnel regarding the Maryland Main Street Program and asked Lewis if she had looked into the program, as he had been told that they were now accepting smaller communities. She said when she had researched it previously Oxford's population prevented our participation, but she would look into the program and the new criteria.

President Graves stated that he had taken the opportunity to visit the traveling Vietnam Memorial Wall when it was in Easton and read the open text found on the introduction plaque found at the wall, as he felt the information was very profound, adding that he was very impressed with the people surrounding the event, including representatives from our community.

PUBLIC COMMENT

There being no further business, Commissioner Fronk motioned to adjourn the meeting and go into a closed session for two potential litigation matters, a property maintenance-code enforcement matter and personnel matters, Commissioner Pepe seconded the motion, and the meeting was closed at 7 pm.

Respectfully submitted,

Cheryl Lewis, Town Administrator-Clerk/Treasurer

"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".