

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
September 26, 2017

The Commissioners Meeting was held in the meeting room of the Community Services Building on September 26, 2017. 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. Also in attendance were several citizens and a representative from the local newspaper.

The meeting opened with the Pledge of Allegiance.

APPROVAL OF MINUTES

Commissioner Graves made a motion to approve the minutes of September 12, 2017 as distributed, Commissioner Fronk seconded the motion, all were in favor, and motion carried.

Commissioner Graves made a motion to approve the disbursements for the month of August, the motion was seconded by Commissioner Fronk, all were in favor, and motion carried.

MAINTENANCE REPORT

Superintendent Delude reported the following:

- We have purchased a new mower at a price of \$18,000, replacing the 20 year old John Deere that has been repurposed as a sprayer.
- PW had a water leak at the Banks Street lift station caused by an old water standpipe that was rusted out.
- PW dug up and repaired a water valve on South Street that was leaking as a result of the yearly valve exercise. This was the only valve to fail the exercise this year.
- The hydraulic ram for one of the backhoes had to be sent away for rebuilding, and the unit is now back in service. The recently acquired backhoe will arrive in about 4 weeks.
- Leaf pickup will start next Wednesday, Oct 4 and continue every Wednesday through Dec 13.

POLICE REPORT

Chief Maxwell reported the following:

- 7 - Police Information - Service
- Alarm (Weather)
- Noise
- Assault (Referred to Court Commissioner)

Chief Maxwell reported that the car show event at the Robert Morris Inn was a success and well attended.

OXFORD FIRE COMPANY REPORT

Fire company member Tom Ray reported on the statistics of the fire company since their last meeting for Sept 13 to Sept 26 : Fire/Rescue: 2 incidents, 40 miles traveled, 23 individuals responded, with 6.77 personnel hours followed by Medical: 8 incidents, 7 patients transported, 28 members participated and 30.4 staff hours, 149 miles traveled. Saturday will be the rummage sale from 8 am to 2 pm and Sunday Oct 8 will be the next breakfast. The company is currently raising funds to replace the brush truck and the boat. There will be a dock drill this coming Sunday and the fire alarm has finally been fixed.

PRESENTATION

Jim Klein, of Lardner/Klein Landscape Architects, provided a power point presentation to the Commissioners presenting the draft of the Working Waterfront Strategic Plan. The project was funded with assistance from the MD Department of Natural Resources. Power Point is attached to these minutes. Discussion followed the presentation focusing on the possible education component of the draft and possible coordination with education facilities and neighboring local governments with boating interest, with a recommended next step of seeking funding for a feasibility study for maritime training. It was mentioned that the Historic Commercial Strategic Plan had a similar recommendation for culinary training. Klein stated that when you have a group of people who all have the same interest it presents the opportunity to create something they are all willing on working together on, creating a spring board for other items. Lewis mentioned the concept of identifying the Ferry as the National Landmark was another item worth pursuing with Elizabeth Watson who specializes in that area. Graves highlighted the identified need for housing for the potential workers and the potential found in many of the historic commercial buildings supporting rental apartments. Commissioner Abruzzese motioned for approval of the draft as submitted, Commissioner Fronk seconded the motion, all were in favor, and the motion carried.

UNFINISHED BUSINESS

Ordinance 1707 Charter Activities, amending the Harbor Management Ordinance, as presented by Clerk Lewis at the last meeting is still under review, awaiting the next Port Wardens meeting.

NEW BUSINESS

Lewis presented Resolution 1708 Talbot County Hazard Mitigation & Community Resiliency Plan 2017, explaining the recent planning process and the need to participate in the County's Hazard Mitigation Plan as a requirement for federal emergency funding. The town previously participated in the 2011 plan. Lewis stated that she attempted to incorporate more Oxford specific information in this plan as opposed to previous plans, but there are still a few infrastructure elements that are missing in this draft. She has provided the missing lift station and other facility addresses to the County, and they 'have' been incorporated in the County's actual emergency critical facilities listing which is the primary listing used by the County for all major emergencies. Lewis has attached the missing elements to this ordinance, mainly for the purposes of inclusion during the next update. Commissioner Fronk made a motion to approve Resolution 1708 Talbot County Hazard Mitigation & Community Resiliency Plan 2017 as the Hazard Mitigation Plan for the Town of Oxford, Commissioner Graves seconded the motion, all were in favor, and the motion carried.

LETTERS AND REQUESTS

None submitted.

ATTORNEY

Attorney Booth requested a brief closed session for legal advice on a contract matter and legal advice on some questions from the town administrator.

ADMINISTRATOR/CLERK COMMENTS

Lewis informed the Commissioners she had just received the bid package for the Causeway Stormwater Retention Project, once again explaining this project will provide a tide gate across from Caroline Street, and replacement of the Causeway tide gate, along with stormwater retention areas behind the dog park, behind the town owned townhouses, and around the Causeway, for the purpose of slowing and filtering runoff in a major rain event. This project was introduced to the public several years ago and letters with maps were actually mailed to surrounding residences, when the town applied for a wetlands permit from the state. It will be included in next week's newsletter. The bids will be advertised locally and on eMarketplace soliciting construction bids, with construction to be funded through the recent Chesapeake and Atlantic Coastal Bays Trust Fund grant for \$650,000. Timing for start of the project has not yet been identified, as it may be season dependent.

Lewis requested re-appointment of Judy Schuler and Connie Greenhawk to Parks and Rec, and the addition of a new member Nick Papson. Commissioner Fronk motioned to approve all three members to Parks and Rec, Commissioner Graves seconded the motion, all were in favor, and the motion carried. Lewis requested reappointment of Susan Botkin, Mary Valliant, and Sarah Ramsey to the Board of Appeals. Fronk motioned to reappoint the three members, Abruzzese seconded the motion, all were in favor, and the motion carried.

COMMISSIONER COMMENTS

None given at this time.

PUBLIC COMMENTS

Peter Dunbar reported that Pickle Ball has become very popular, adding that Oxford has scheduled walk up games Monday's at 9 am with a good turnout. Dunbar also asked if there would be a connection from the soccer field to the baseball field within the retention pond project. Lewis stated that it was not at this time, but as future planning for the unused baseball field came to fruition, a path would be considered. Lewis added that she would be seeking grant funding to incorporate activities appealing to the current Oxford population in a new park to replace the former little league field that is currently not used for any purpose.

Commissioner Fronk made a motion to close the regular meeting and go into executive session for legal advice regarding a contract matter and to get legal advice on an issue raised by the town administrator, Graves seconded the motion, all were in favor, and the meeting was adjourned to executive session at 7:29 pm.

Following the executive session, the public meeting was reopened. Commissioner Abruzzese made a motion to close the regular meeting, Graves seconded the motion, all were in favor, and the meeting was closed at 8:39 pm.

"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".