

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
October 9, 2018

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

PRESENT

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

APPROVAL OF MINUTES

Commissioner Graves motioned to adopt the minutes of September 19, 2018 as distributed. Commissioner Pepe seconded the motion, all were in favor, and the motion carried.

MAINTENANCE REPORT

Superintendent Delude reported the following:

- The noise from the construction of the wastewater plant has come to an end for a few months. The steel has been driven for the new buildings and will be removed in a few months when the concrete foundations have been finished.
- The removal of the sludge at the waste plant has begun and about 15 trucks a day, Monday through Friday, will be going in and out for the next 45 to 60 days.
- A water leak on Bachelor Point Road last week was caused by a residential construction project and a pipe that was thought to be abandoned was actually still fully charged. The company that broke the line fixed it and had it back in service the next day.
- The public works department is working on the tide gates at the Causeway across from Caroline Street with the town's engineers and contractors to fine tune the gates.
- The crew has been getting ready for the wind and rain that the town may be getting this coming week on Thursday and Friday from a predicted storm coming into the area.

POLICE REPORT

Chief Maxwell reported the following:

- 1 – Assault (referred to Court Commissioner)
- 1 – Motor vehicle theft (vehicle recovered and person charged)
- 4 – Malicious destruction of property (person arrested)
- 1 – Theft (person arrested)
- 3 - Assist the Fire Department
- 1- Emergency petition (transported to Memorial Hospital)
- 32 - Police information-service
- 3 – Alarms
- 1 – Disorderly (arguing over a parking place at the ferry dock)
- 16 - Patrol Checks
- 2 - Check the Welfare
- 1 – Unattended death
- 3 – Court appearances
- 2 – Suspicious persons
- 1 – Warrant service

Chief Maxwell reported that an incident occurred involving a man shooting out the windows of four cars with a high powered pellet gun and stealing property out of one of the vehicles. The stolen items were recovered after a search warrant was executed. The same man had been reported for breaking into many

vehicles in the Easton and Denton areas. Chief Maxwell added that he had arrested the man for the crimes committed in Oxford and that the man had posted bail.

Chief Maxwell also reported that a vehicle theft had also taken place in town involving a person who stole the vehicle of a former employer. No damage was found to the vehicle and the person involved was served a criminal summons, released, and is now awaiting trial.

The Star Worlds Regatta at the TAYC has been a quiet event with the exception of a few minor incidents. Chief Maxwell added that all involved overseeing the races have been respectful and pleasant and that the parking situation has been moving along smoothly.

FIRE COMPANY

Administrator Lewis read aloud The Oxford Fire Company report for the period 8/29/18 -9/19/18 as follows: FIRE: 15 calls, 258 miles traveled, 70.6 hours worked, and 109 member responses. EMS: 11 calls, 139 miles traveled, 51 hours worked, and 31 member responses.

The Oxford Auxiliary will be holding their annual fall Rummage Sale on Saturday, Sept. 22 and the next breakfast will be held on October 14.

UNFINISHED BUSINESS

President Fronk asked Administrator Lewis to give an update on the MEWS and DHCD Grant Award. Administrator Lewis reported that the town had applied to the DHCD requesting \$200,000 grant with a \$25,000 match from the town. The DHCD came back and asked if the town would consider a lower amount. The town came back with a request for \$175,000 and has been recently notified that the Governor has The Mews on his award list. Information has also been received from the MD Historic Trust and they seem more in favor of the new recommended changes to the building. They noted that they felt the limited demolition now being proposed and stabilization activities would have no adverse effects on the building as long as the proposed rehabilitation and new construction adhere to the Secretary of the Interior's standards. Once a developer is involved, the final plans should be sent to the Trust for confirmation. They added that they appreciated the plans for the new one story rear addition for its size and massing. The \$175,000 grant award is to be used for stabilization and mitigation, the foundation, lead paint and asbestos removal and demolition of the back section where the new addition would be built. Administrator Lewis suggested that the town go through some type of bid process to confirm what kind of cost this work would entail. Her recommendation was that when the town decides to do this, that they ask for incremental or phased pricing so that if it comes in more than what the town is planning to spend, the Commissioners can choose the items they want to do under the grant. Concern was expressed that if competitive bids are received that they wouldn't be good by the time the town got the money to do the work. Administrator Lewis offered another option in which the town could just send bid packets out to several vendors and ask if they want to bid on the job knowing that the money would not be available right away. Commissioner Pepe agreed that it was a good approach to break up the different segments and bid it out competitively. Administrator Lewis stated she would work on putting together an RFP in about 30 days to present to the Commissioners in about a month.

NEW BUSINESS

President Fronk reported that a request had been made for a WWTP Construction Change Order #3 – for Sludge Removal and that Attorney Booth had put together an explanation that President Fronk read aloud to the Commissioners. In her note Attorney Booth explained that the town and contractor put out a separate bid for the removal of excess sludge in the lagoon. The bid was awarded to Synagro and work started in the past week. Synagro has started to remove the sludge and their goal is to remove 15 loads per day. One of the challenges facing Synagro is that the local landfill limits the number of loads that it can take each day. Synagro obtained permits in Virginia, where the sludge can also be hauled to ensure quicker removal and will obtain a permit for Pennsylvania should they need an additional disposal site. Synagro expects to have all the sludge removed by the end of December. With the excess sludge, it is

necessary to incorporate the cost over-runs into the overall financing for the project. The sludge removal was **not** part of the lump sum price, and the contractor was to be paid for the loads removed based upon a per cubic yard price. The sheer volume of sludge has caused a delay in the project and the revised completion of the new WWTP is now the end of October, 2019 – a delay of almost a year. The excess sludge on this site has created considerable overall cost and delay to this project. It has caused the overall project to go from an 11.8 million dollar project, to a 17.8 million dollar project. Attorney Booth noted in her explanation that when she and Administrator Lewis recognized that they had a serious issue, they met with MDE in Baltimore and also started talking to USDA to plead their case for more financing. Both funding agencies agreed to cover the \$6 million shortfall in roughly the same proportion as the initial financing. At the last Commissioner meeting it was announced that the USDA approved an additional grant of \$1,735,000 and a 40 year loan of \$493,000. MDE cannot give the town the actual funding until the Board of Public Works approves it next July but the town should expect at the very least to receive the same level of grant funding that applies to this project, approximately 65% of the cost. In order to formally receive the funding, the town needs to incorporate the cost over-runs into formal change orders, hence the reason for WWTP Construction Change Order #3. Administrator Lewis requested that the Commissioners authorize her to sign Change Order #3, which incorporates the Synagro subcontract and related overhead for disposal into the overall project cost, and allow her and Attorney Booth to submit it to the funding agencies for funding. It was noted that the exact number for the Change Order will be \$3,318,904.09. A motion was made by Commissioner Graves to allow Administrator Lewis to sign the Change Order. The motion was seconded by Commissioner Pepe, all were in favor and the motion carried.

LETTERS

A thank you note was received from Buck Duncan on behalf of Talbot Goes Purple thanking the Commissioners for their contribution of \$5000 to Talbot Goes Purpose.

A letter was received by resident Bruce Beglin requesting that the town consider putting in a permanent electronically sign that displayed mph to control the speed of drivers coming in town. The cost for such an investment would be about \$3,000. Administrator Lewis questioned if it will really be effective, as once they come to realize that no ticket will be given they won't be as concerned. She added that only in school zones can you have ticket cameras installed. Commissioner Pepe agreed with Lewis' observation and suggested revisiting past Commissioner Peter Dunbar's suggestion of having speed limit signs moved out to Bonfield. Lewis stated she had spoken with the SHA and that they were moving forward with the discussion on their end and are supposed to get back to the town after doing a traffic study. Chief Maxwell added that he would call and see if he could borrow the electronic mph signs again and Lewis added she would email Mr. Beglin to tell him the Commissioners would be trying some different strategies and that they have been in touch with the SHA.

CLERK COMMENTS

Administrator Lewis reported that FEMA's Community Assistance group will be visiting the office tomorrow and the accountants will be in the following week. She added that the MML's fall show will be in Annapolis on October 12 and that she would be speaking at the show about the collaboration the towns and counties have with ESLC for Climate Adaption.

PUBLIC COMMENT

none.

There being no further business, the meeting was adjourned by Commissioner Graves, seconded by Commissioner Pepe, all were in favor and the meeting closed at 6:55 pm.

Respectfully submitted,

Cheryl Lewis, Town Administrator-Clerk/Treasurer