

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
September 27, 2022

The Commissioners Meeting was held in person at 101 Market Street on September 27, 2022. Virtual viewing was also available. This information was posted on the town bulletin board and the town website. Commission President James Jaramillo called the meeting to order at 6 pm with the Pledge of Allegiance.

PRESENT

Attending the meeting were Commission President James Jaramillo, Commissioner Brian Wells, Commissioner Tom Costigan, along with Town Manager Cheryl Lewis, Police Chief Patrick Maxwell and Town Attorney Lyndsey Ryan. There were approximately 12 citizens in attendance, along with a few virtual participants.

APPROVAL OF MINUTES AND DISBURSEMENTS

Commissioner Wells motioned to approve the September 13, 2022 meeting minutes, Commission Costigan seconded the motion, all were in favor, and the motion carried.

Commissioner Wells motioned to file the August Disbursements Report for audit, Commissioner Costigan seconded the motion, all were in favor, and the motion carried.

MAINTENANCE REPORT

Matt Ozman's report was submitted to the Commissioners prior to the meeting. It was noted that Leaf Pickup would run from October 12 through December 15 on Wednesdays.

POLICE REPORT

Chief Maxwell's report was submitted to Commissioners prior to the meeting. It was noted that there had been a bicycle tour and a car tour going on at the same time this past weekend and it was questioned as to whether the Chief is notified of events in advance. The Chief stated not necessarily. Generally, when a group is doing an organized fundraiser for charity they do contact his office, but for the most part any group utilizing the state road and following the law does not require a permit unless they want the road closed. Commissioner Wells asked for an update on the idea of speed bumps. Lewis stated that she had contacted a company to do a traffic study as previously requested, but she had not heard back regarding the cost of such a study. Lewis said she felt crosswalks were still being considered by MDOT and hoped to hear something once the contract had finalized the current project, as the final stripping has yet to be placed.

BOARD APPOINTMENTS

President Jaramillo issued the Oath of Office to Cameron Mactavish who will be serving on the Planning Commission and to David Poe who will be serving on the Zoning Board of Appeals.

UNFINISHED BUSINESS

It was noted that the public hearing for Ordinance 2213: Increasing Various Fines for Specific Violations of the Town Code would be held at the regular meeting on October 25, 2022 at 6 pm. Lewis reminded the Commissioners, this ordinance was not setting any fees, but was increasing the maximum fee allowed per the Code. Fees and fines were set and modified by the Commissioners by Resolution.

NEW BUSINESS

Lewis presented Ordinance 2214 Amending the FY 2022 General/Enterprise Budget, adjusting certain line items and re-appropriating certain funds, stating the amendment include modifications discussed at prior meetings including the incorporation of several capital projects that either were not completed in FY 2021 or for which funding had been received. She noted that the operational cost were balanced out by current year income and the cost beyond the zero balance were for capital improvements. Following discussion Commissioner Wells motioned to introduce Ordinance 2214, Commissioner Costigan seconded the motion, all were in favor, and the motion carried. A public hearing was scheduled for the October 25, 2022 meeting at 6 pm and the ordinance and budget will be available for viewing on the town website.

LETTERS AND REQUESTS

Lewis read a letter from the Talbot County Manager thanking the Commissioners for their interest in the Conservation Park and suggestion of a paved trail as part of the Rails to Trails bike trail and has recommended review by Talbot County Parks and Rec. A letter was received from Mid Shore Community Foundation thanking the town for their donation supporting Talbot Goes Purple.

ATTORNEY

Attorney Ryan requested a closed session to provide legal advice.

TOWN MANAGER

Lewis stated the Planning Commission would be undertaking the update of the Comprehensive Plan at their next meeting in November. The annual Floodplain information as part of the town's CRS participation has been mailed and the annual certification report has been submitted to FEMA. The quarterly newsletter included information provided by Maryland DNR for a new phone app, MyCoast, which allows citizens to document high tides and flooding in real time and records it along with the current tidal information. Lewis stated, in response to questions regarding the health of trees along Morris Street, that she had spoken with Bartlett's tree specialist and he reviewed the condition of the largest trees and other than noting one older smaller tree that should be removed, said that the trees were in good health, some were reaching end of life, but that he could see no reason to be treating them with anything.

ANNOUNCEMENTS

With the upcoming election and holidays, it was determined that there would be one Commissioners meeting in November on the 15th, along with one meeting in December on the 13th.

PUBLIC COMMENTS

Dick Deerin had inquired as to whether there had been any further talk of annexation for development and was told that at this time there were no discussions taking place. It was noted that the first thing the Planning Commission would be reviewing as part of the update to the Comprehensive Plan would be the Land Use Map, which would be a good time for the public to provide their feedback.

Hearing no further business Commissioner Wells motioned to close the meeting and go into closed session to receive legal advice, Commissioner Costigan seconded the motion, all were in favor, and the meeting adjourned into closed session at 6:37 pm.

Cheryl Lewis, Town Manager