

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
February 25, 2020

The Commissioners Meeting was held in the meeting room of the Community Services Building on Tuesday, January 28, 2020. Commission President Gordon Graves called the meeting to order at 6:00 p.m.

PRESENT

Attending the meeting were Commissioner Gordon Fronk, Commissioner John Pepe, Police Chief Pat Maxwell, Public Works Superintendent Scott Delude, and Town Attorney Lyndsey Ryan.

The meeting opened with the Pledge of Allegiance.

APPROVAL OF MINUTES

Commissioner Pepe made a motion to table the January 28, 2020 minutes due to his absence. Commissioner Fronk seconded the motion and all were in favor.

A motion was made by Commissioner Fronk to approve and file for audit the disbursements for the month of January 2020. The motion was seconded by Commissioner Pepe, all were in favor, and the motion carried.

MAINTENANCE REPORT

Public Works Superintendent Scott DeLude reported the following:

- Public Works built 16 picket fences in town over the last few weeks.
- Public Works purchased and put out new trash cans as old ones were 10 years old and the bottoms were beginning to rot.
- Over the last few weeks we lost 2 dewatering pumps (one 12v pump and one 120v pump). The cost of replacement was \$2,000. Both pumps died from wastewater pumping bypass in the public works shop.
- The Talbot County recycling center is likely to start accepting brush from the town in July 2020 which will save the town roughly \$40,000.
- Public Works put a bid out for a Vacuum and Valve Exerciser for stormwater and wastewater projects in town. The equipment is included in the Capital improvement plan and bids should be available at the next meeting.
- The Town opened bids for the water improvement project. We received 3 bids. The Town engineers are reviewing bids and will provide their opinion to the town.
- Public Works put in 2nd tide gate at the causeway park and a new 120 ft pipe was installed as the old pipe outlived its functional life. The tide gate was part of grant from last year and the pipe work cost the Town about \$13,000.
- Michael Bell will become the water superintendent with his final training in April. He will be working with the engineers and Public Works Superintendent on the water improvement project and will handle the water reporting to MDE.

POLICE REPORT

Chief Patrick Maxwell reported the following.

- 20 – Police Information Service
- 21 – Patrol Checks
- 2 – Traffic Stops (1 arrest, 1 civil citation)
- 5 – Assist the Fire Department
- 1 – Suspicious Person
- 4 – Assist other Police Agencies
- 5 – Welfare Checks
- 1 – Suspicious Vehicle

FIRE COMPANY

Fire Company report for the period 1/29/20 – 2/25/20. Fire/Rescue: 7 calls : 1 in first-due area, 6 mutual aid; 82 miles traveled; 29 hrs worked; 42 member responses. Medical: 11 calls: 5 patient transports, 3 citizen assists, 1 refusal, 2 cancellations; 109 miles traveled, 30.5 hrs worked; 41 member responses.

A new \$43k cardiac monitor (LifePak 15) was placed in service thanks to a 50/50 matching grant from the Talbot Paramedic Foundation. Oxford Auxiliary will be holding a rummage sale at the Oxford Firehouse Saturday, February 29th. Dropoff will be Friday, February 28th.

PUBLIC HEARING

Commissioner Fronk read the introduction to Ordinance 2001 – AN ORDINANCE OF THE TOWN OF OXFORD TO AMEND ARTICLE X AND ARTICLE XVI OF THE FOREST CONSERVATION ORDINANCE TO COMPLY WITH RECENT UPDATES TO THE MARYLAND ANNOTATED CODE, NATURAL RESOURCES ARTICLE, §§ 5-1601 – 5-1613, and Attorney Ryan briefed the public on the purpose and intent of the Ordinance which would have little impact on Oxford. With no further comments, the public hearing on Ordinance 2001 was closed.

UNFINISHED BUSINESS

Commissioner Fronk inquired as to whether the Commissioners had any discussing regarding Ordinance 2001 as read in the public hearing. Commissioner Pepe motioned to approve Ordinance 2001, as read in the public hearing. Commissioner Fronk seconded the motion, all were in favor and the motion passed.

NEW BUSINESS

Attorney Ryan advised that she and Cheryl Lewis were working on a plan for updating the Town's 2010 Comprehensive Plan. Attorney Ryan stated that she and Lewis were working on incorporating all of the recent studies Oxford had completed including the Stormwater Study, Historic Commercial, and the Working Waterfront, along with the resilience efforts. She stated that the focus in the 2020 Plan is to add chapters addressing nuisance flooding and resilience. She advised that Peter Johnson will be updating the data throughout the 2010 Plan. Attorney Ryan said that the Comprehensive Plan update will focus on sustainability rather than growth. She said that she, Johnson, and Lewis will be working on

the Plan one Chapter at a time and will provide completed chapters to the Planning Commission for review as they are drafted. The Planning Commission will review the chapters at their public hearings. She said the goal is to adopt the 2020 Comprehensive Plan by October 1, 2020.

LETTERS AND REQUEST

Sandi Pepe, Economic Development Commission, presented information on the upcoming 2020 Census. Ms. Pepe said the Census is crucial for funding. She said the Census will start on March 12th and that residents should receive an invitation to complete the Census by mail. This year residents may complete the Census by mail, phone, or online. The Census should include all persons living in each home. From May through July there will be Census takers visiting residences throughout town. She added that job growth in Talbot County is increasing. The County is anticipating hundreds of additional jobs due to the expansion of Choptank Transport and the addition of a pharmaceutical company.

ATTORNEY

Attorney Ryan stated that the MEWS RFP deadline was extended to February 28th and additional project categories were included in the project on eMaryland Marketplace to generate exposure.

ADMINISTRATOR

Attorney Ryan said that the Coast Guard decided to close and consolidate Station Oxford to its neighboring unit, Station Annapolis, due to redundancy. She said that she spoke with Delegate Mautz regarding the hardship the closure of Station Oxford would have on the town. Attorney Ryan advised the Commissioners to draft a letter stating the onerous effect the closure would have on the town. She said she was working with Cassandra Vanhooser to draft a letter providing the impacts to the town and Talbot County. Commissioner Pepe suggested reaching out to the marina owners in town and neighboring jurisdictions for their input.

COMMISSIONER COMMENTS

Commissioner Fronk commented on the importance of opposing the consolidation of Station Oxford. Commissioner Pepe agreed.

There being no further business, Commissioner Fronk made a motion to adjourn the meeting. The motion was seconded by Commissioner Pepe. All were in favor and the meeting was adjourned at 6:55 pm.

Respectfully submitted,

Lyndsey Ryan