

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
November 9, 2021

The Commissioners Meeting was held Virtually in a Zoom Meeting room on November 9, 2021. With the continued HIGH transmission rate for COVID cases in Talbot County, all town meetings have remained in virtual settings temporarily as a precautionary measure. The public was invited to participate in the virtual meeting. This information was posted on the town bulletin board and the town website. President Gordon Fronk called the meeting to order at 6 pm.

PRESENT

Attending the meeting virtually were Commission President Gordon Fronk, Commissioner James Jaramillo, Commissioner Brian Wells, Town Manager Cheryl Lewis, Public Works WW Superintendent Matt Ozman, Police Chief Patrick Maxwell, Town Attorney Lyndsey Ryan, and Planning Officer Maria Brophy. Citizens Julie Wells, Norman Bell, Art Murr, Jim Drayton, John Pepe, Bart Eckhardt and a few others were also in attendance.

APPROVAL OF MINUTES

Commissioner Wells motioned to approve the October 26, 2021 meeting minutes, Commissioner Jaramillo seconded the motion, all were in favor, and the motion carried. Commissioner Wells motioned to approve the November 2, 2021 special meeting minutes, Commissioner Jaramillo seconded the motion, all were in favor, and the motion carried

REPORT OF DISBURSEMENTS

Commissioner Jaramillo motioned to file the October 2021 report of Disbursements for audit, Commissioner Wells seconded the motion, all were in favor, and the motion carried.

MAINTENANCE REPORT

Matt Ozman provided the following report: Public works has completed water meter marking around town and has started hydrant prep for painting, although with the temperatures dropping painting may have to be put off to spring. Bartlett tree has completed all tree trimming for the SCADA tower signal for the wastewater plant from the Main lift station; signal is back to full strength. A new 6" valve has since been installed on High Street and is ready for tie in of the new 6" water line running down Pork Alley. Only sixty feet of 6" c-900 remain to be installed to complete the loop on Pork Alley for the new water line project that work will be completed in the coming weeks. Public works has replaced a leaking hydrant on factory street. The new wastewater plant suffered an ENR pump station failure over this past weekend, they troubleshot the problem and found a clogged discharge pipe. Obstruction then removed and pump station placed back into service. Hills Electric was in to run MEG test on pump motors to reinsure pump operation. One after hours call over the weekend for well #2 failure, trouble shot to find a bad fuse for high voltage leg number one. Found replacement fuse in stock room replaced fuse and returned well back in service. Public works employees came in to work during tidal flooding, along with Oxford Police, SHA, and State Police.

POLICE REPORT

Chief Maxwell reported he had worked the recent flood event, along with the State Police and SHA. He assisted with numerous calls outside of town for accidents involving deer. The Chief reminded citizens that spam activity is on the increases and recommended caution when using personal information on the internet and as always citizens should always report any suspicious activity they see in town.

FIRE COMPANY

No report for this meeting.

UNFINISHED BUSINESS

None presented.

NEW BUSINESS

Attorney Ryan provided drafted Ordinance 2114 for the Acquisition of Certain Properties located at 101 High Street and 200 Market Street, the properties on the east side of Pork Alley, reminding the Commissioners that they had authorized a resolution for a grant application to the DHCD for acquisition of property in the Historic Commercial District to provide parking, and that as mentioned at the last town meeting, the town was able to work out a contract of sale on property that would be suitable, and that this ordinance would be for the purchase of said property. The contract is dependent on the adoption of this authorizing ordinance, following advertising and a public hearing on the same, along with receiving a response from the DHCD either awarding or denying the grant application previously submitted. Commissioner Fronk introduced ORDINANCE 2114 - AN ORDINANCE OF THE TOWN OF OXFORD AUTHORIZING THE PURCHASE AND ACQUISITION OF CERTAIN PROPERTIES LOCATED AT 101 HIGH STREET AND 200 MARKET STREET, OXFORD, MARYLAND TO PROVIDE ADDITIONAL PARKING FOR THE OXFORD HISTORIC COMMERCIAL DISTRICT. Following discussion Commissioner Jaramillo seconded the motion, all were in favor and the motion carried. A public hearing was scheduled for the Commissioners Regular Meeting on January 11, 2021 at 6 pm to allow sufficient time for the public to be notified considering the holidays.

LETTERS AND REQUEST

Lewis informed the Commissioners that the Oxford Community Center had sent a thank you for the \$250 donation made to offset cost for the Community Centers hosting of the Boat Auction in May.

ATTORNEY

No further comments

TOWN MANAGER

Lewis noted that the Covid rating for Talbot County remains at High Transmission and that Talbot is not trending down quite as fast at the rest of the State. It was noted that many Eastern Shore counties remain high.

Lewis stated that Robert Norbury has requested to do his Eagle Scout project in Oxford and after reviewing areas of opportunity had settled on improvements to the existing structures located at the new Oxford Central Park, which is currently under renovation. Robert would like to rehabilitate the two existing storage sheds and paint the historic dugouts. Once he has finalized his project details with his troop, he

will send his proposal to the Lewis for approval. Lewis added that she is still working on the acquisition of the new park amenities.

Following the recent flood events of October 29th, Lewis has scheduled a Town Talk to be held at the OCC for 5:30 pm on December 1, 2021, to give citizens an opportunity to hear from the town, discuss any concerns, and possible future mitigation. An update on other town business and projects will also be provided.

JL Thompson and surrounding street paving that was awarded to RL Ewing, will most likely take place early spring unless the contractor has an opening before the winter weather sets in.

ANNOUNCEMENTS

It was noted that the recent Jon Fox Fishing Tournament held at Docs Sunset Grill raised \$4000 for Talbot Hospice.

The office will be closed for Veteran's Day on November 11, 2021 and for Thanksgiving on November 25 and 26, 2021.

COMMISSIONER COMMENTS No further comments.

PUBLIC COMMENTS None provided.

Matt Ozman requested to speak with the Commissioners. Commissioner Jaramillo motioned to adjourn the meeting into a closed session for a discussion with personnel, Commissioner Wells seconded the motion, all were in favor and the meeting was adjourned in to closed session at 6:39 pm. Following the closed session, Commissioner Fronk motioned to close the regular meeting, Commissioner Wells seconded the motion, all were in favor, and the meeting closed at 6:44 pm.

Cheryl Lewis, Town Manager