

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
September 13, 2022

The Commissioners Meeting was held in person at 101 Market Street on September 13, 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 and Commissioner Tom Costigan, along with Town Manager Cheryl Lewis, and Police Chief Patrick Maxwell. There were approximately 12 citizens in attendance, along with 6 virtual participants. Commissioner Wells was out of town.

APPROVAL OF MINUTES

Commissioner Costigan motioned to approve the August 23, 2022 meeting minutes, Commission President Jaramillo seconded the motion, both were in favor, and the motion carried.

President Jaramillo stated that the Commissioners held a Special Meeting on September 9, 2022 at 10:30 am for the purpose of going into a Closed Session for Board Appointments, Personnel Discussion, and Legal Advice.

MAINTENANCE REPORT

Matt Ozman's report was submitted to the Commissioners prior to the meeting. No questions were presented.

POLICE REPORT

Chief Maxwell's report was submitted to Commissioners prior to the meeting. Jaramillo remarked on the calls and noted the Talbot Goes Purple effort and lights throughout town.

BOARD APPOINTMENTS

Town Manager Lewis explained that the Town would be undergoing the update of the Town's Comprehensive Plan and the Town's Planning and Zoning Code over the next two years and recommended the Commissioners entertain placing two additional members on the Planning and Zoning Board, bringing the Planning Commission to seven members for the next two years, which would be important to assist with the effort and bring a variety of input to the process. Lewis stated following the recent interviews of interested residents conduct by Town Planner Maria Brophy, they would like to recommend Lucy Garliauskas and Cameron Mactavish to the two new positions on the Planning Commission. Commissioner Costigan motioned to approve the appointment of Lucy Garliauskas to the Planning Commission for a 5-

year term, Commission President Jaramillo seconded the motion, both were in favor and the motion carried. President Jaramillo issued the Oath of Office to Garliuskas. Commissioner Costigan motioned to approve the appointment of Cameron Mactavish to the Planning Commission for a 5-year term, Commissioner Jaramillo seconded the motion, both were in favor and the motion carried. Mactavish will attend the next Commissioners meeting to receive the Oath of Office.

UNFINISHED BUSINESS

Lewis presented Ordinance 2213, as prepared by Attorney Ryan, explaining that following the Resolution identifying new Fees effective October 1, 2022, it is necessary to update the Town Code to reflect the new maximum limits that apply to escalating violations and increases to the parking tickets in the Fees Resolution. Commissioner Costigan motioned to introduce Ordinance 2213, an Ordinance of the Town of Oxford to Amend the Oxford Town Code to Increase Various Fines for Specific Violations of the Town Code, President Jaramillo seconded the motion, both were in favor and the motion carried. A public hearing will be held on Ordinance 2213 at the regular Commissioners Meeting to be held on October 25, 2022 at 6 pm.

NEW BUSINESS

Lewis stated that Attorney Ryan and Planner Brophy were attending the Talbot County Council Meeting, where it is anticipated that two resolutions amending the Talbot County Comprehensive Water and Sewer Plan would be introduced on Oxford's behalf. The first proposed Resolution will amend the plan for the purpose of reclassifying an existing town property at 4480 Bachelors Point Road from W2/S2 to W1/S1, to allow for the decommissioning of the current septic/well and the connection of the property to town water and sewer. Lewis explained the property had been annexed 15 years ago and was the last parcel in town still utilizing septic and the new owner is preparing to put the infrastructure in place to connect one residential property to town services as was required in the 2007 annexation. The second amendment will incorporate the town's new Water System Improvement Project, as discussed at previous meetings, into the County Plan as a Capital Improvement per the normal protocol. It is expected that these two resolutions will be scheduled for public hearings at a future Talbot County Council meeting.

LETTERS AND REQUESTS

Lewis read a thank you card received from recent Gordon Graves Scholarship awardee Hayley Sadler.

TOWN MANAGER

Lewis informed the Commissioners she would be submitting the Annual Report to the Maryland Department of Planning for Calendar Year 2021, which was approved by the Planning Commission at their prior meeting. The report identifies 2 new Residential Permits Issued in 2021.

Lewis stated that all permitting had been received for the Strand Beach Shoreline Improvements and that an RFP was in the works for the first phase of construction, the Strand Beach itself, with an anticipated project start of January 2023.

Lastly, Lewis intends to present a Budget Revision at an upcoming Commissioner meeting to incorporate some additional expenses, including paving along the shoulders in the commercial area of Morris Street,

brick sidewalk improvements in a few areas that were in need following the water main improvement in 2020 and which would start back up the rolling sidewalk improvements in the historic commercial area, along with some other identified needs and new grant funded projects. Lewis stated she was providing the advance notice in the event the Commissioners had other projects they would like considered in the budget revision.

ANNOUNCEMENTS

Talbot County Emergency Services will be sponsoring a CERT (Community Emergency Response Team) training starting September 26, 2022, consisting of 7 Monday night training classes. This is basic training for community response in the event of a catastrophic disaster and is open to anyone willing to commit the time needed to take the training, which will enable them to be of assistance in their neighborhood should the need ever arise.

COMMISSIONER COMMENTS

Commissioner Costigan commented on the OCC's Third Annual Road Rally held this past weekend, a rally that navigated through Oxford and on to Chestertown with more than 60 classic and vintage cars and a 150 participants. This rally has become a major event for the OCC. Costigan also noted the Crab Skiff Races to be held at the Strand were coming up as is the St. Michaels Concours d'Elegance.

PUBLIC COMMENTS

Art Murr requested someone take a look at the large tree on the Strand as there were branches hanging down to the water. Tim Kearns expressed concerns regarding any impacts from the recent state paving to the trees along the state road. The town will consult with their professional tree care provider. Former Commissioner Fronk expressed that he would also want to see the trees protected. Fronk inquire as to the conditions found along Morris Street where the paving has left steep banks that could present a tripping hazard. Lewis stated she has pointed this out to the state inspector and is hopeful the issues will be addressed one way or another. Fronk asked for any updates regarding the Resilience Committee and the Sign Committee and Lewis provided a brief update on the sign committee as discussed at the prior meeting and stated that the OCR had met this summer to review the proposals prepared during the Univ of MD PALS student visioning project and would be meeting in the upcoming weeks in order to organize their recommendations as part of the Oxford 2100 Visioning process. Fronk reminded everyone that they were invited to the Holy Trinity Community Picnic, recognizing those who work to make Oxford a Paradise, which is to be held on September 12, 2022 at 5 pm.

Hearing no further business Commissioner Jaramillo motioned close the meeting, Commissioner Costigan seconded the motion, and the meeting was adjourned.

Cheryl Lewis, Town Manager