

**COMMISSIONERS OF OXFORD**  
**Regular Meeting Minutes**  
**December 13, 2022**

The Commissioners Meeting was held in person at 101 Market Street on December 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, Commissioner Brian Wells, Commissioner Tom Costigan, along with Town Manager Cheryl Lewis, Police Chief Pat Maxwell, Public Works Super Matt Ozman, and Town Attorney Lyndsey Ryan. There was 1 citizen in attendance virtually, along with Town Planner Maria Brophy.

**APPROVAL OF MINUTES AND DISBURSEMENTS**

Commissioner Wells motioned to approve the November 15, 2022 meeting minutes, Commission Costigan seconded the motion, all were in favor, and the motion carried.

Commissioner Costigan motioned to file the November Disbursements Report for audit, Commissioner Wells 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. Recent Park maintenance and up keep was summarized and holiday times for brush pick up was noted.

**POLICE REPORT**

Chief Maxwell's report was submitted to Commissioners prior to the meeting. The report identified 5 parking tickets issued in the prior period. It was noted that, as part of the Talbot County Sheriff's Toy Drive, the Chief with the help of the Wells, the Murrs, Pat Jessup, and Phyllis Rambo wrapped 51 gifts received from an anonymous donor to the County, which the Chief will be providing to a local church for needy families.

**FIRE COMPANY**

No report at this time.

**UNFINISHED BUSINESS**

The Public Hearing for ORDINANCE 2216 –Amend the Process for Appealing a Decision or Determination made by the Planning Commission or Historic District Commission has been moved to January 10, 2023 at 6 pm

Two Bids were received in response to the Strand Shoreline Improvement Project: Underwood & Associates of Annapolis with a Base Bid of \$1,976,465 and Unity Landscape of Church Hill with a Base Bid of \$2,365,204. Lewis stated the Bids would be reviewed by the project team she has been working with and results of their investigation along with the bid packages would be provided to the Commissioners in

advance of their January 10, 2023 meeting. It was also noted based on current funding commitments, which she would be addressing later in the meeting, it appears there is sufficient funding available for the project even considering the current higher cost of construction.

#### **NEW BUSINESS**

Lewis provided information in reference to the update to the Talbot County Comprehensive Water and Sewer Plan, stating the county intends to first do a Report of the Review for the current plan and will then enter into the more formal update of the actual plan. A request was sent to the town, for the town to provide their preferred future Water and Sewer designations outside of the incorporated boundary. Lewis said she had discussed the request with the Planning Commission at their last meeting and after a lengthy discussion the Planning Commission had determined that they would prefer there be no designations as part of the Report of the Review, allowing them to complete at least the land use phase of Oxford's Comprehensive Plan Update which is currently underway. This would allow the town time to review and make their own growth decisions, amend the State required Water and Sewer Tier Map designations, and then forward the town's designations to the County for incorporation in the County Update. Commissioner Wells motion to approve the drafted letter to Talbot County with 3 non-substantive changes, Commissioner Costigan seconded the motion, all were in favor, and the motion carried. A final letter would be prepared for signature.

University of Maryland Shore Regional Health requested support from the town for their long planned relocation of the current hospital to a new Regional Medical Center to be located on Rt 50 just north of Easton. Following discussion and upon review of a drafted letter of support, Commissioner Costigan motioned to approve signing of the letter of support, Commissioner Wells seconded the motion, all were in favor, and the motion carried.

#### **LETTERS AND REQUESTS**

A card from the Oxford Library thanking the Commissioners for their annual donation was read. The Oxford Museum's planned Holiday open house and museum sale on December 14<sup>th</sup> was noted, along with a reminder of the last day of the Museum on Main Street Smithsonian Exhibit, Crossroads, which runs through December 15, 2022.

#### **ATTORNEY**

No additional comment.

#### **TOWN MANAGER**

Lewis circulated two agreements prior to the meeting, one agreement with the National Wildlife Federation addressing the previously announced funding of 1.1 million from NFWF, which will be accessed through this grant agreement with the NWF, who will be manage the funds; and a second MOU with the MD DNR Chesapeake and Coastal Services addressing the second MD Coastal funding award of approximately \$517,000. Both agreements provide funds for the Strand Shoreline Improvements construction, along with the original MD Coastal funding of \$900,000. Lewis stated the drafts for acceptance of the grant funding were still under legal review, and at this time she was requesting the ability for the President to sign the two final documents once approved by counsel and for the Town

Manager to sign all other paperwork associated with the two grant opportunities and subsequent project. Commission Wells motioned to approve the requested as stated, Commissioner Costigan seconded the motion, all were in favor, and the motion was approved.

#### **ANNOUNCEMENTS**

The office will close on December 23, 2022 for the Holidays and reopen on January 3, 2023. The next Commissioners Meeting will be on January 10, 2023.

#### **COMMISSIONER COMMENTS**

President Jaramillo stated there was positive business development underway in the county as learned at the most recent Economic Development meeting. Commissioners Wells noted the MEWS apartments were all now rented and the Ice Cream Shop opening is anticipated in the spring. The Commissioners who initiated the effort years ago and specifically former Commissioner Gordon Fronk were acknowledged for what has become an economic success story. Commissioner Costigan thanked all involved with the town's Christmas on the Creek activities for a job well done, including the Schillers for their wonderful management of the Dock Tree installation, no easy feat, Pat Ingram for her 22<sup>nd</sup> year of Caroling in the Park, the OCC for all the Christmas events, and all the organizations providing holiday themed sales and events. President Jaramillo finished comments noting the historic passing of the federal "Respect for Marriage Act" recognizing the validity of legally performed same-sex and interracial civil marriages in the United States, and protecting religious liberty, which was signed by President Biden just prior to this evening's meeting, noting the assurances this act will provide the LGBTQ community.

#### **PUBLIC COMMENTS**

Julie Wells added that the Museum has been hosting Pat Ingram and her carolers during their performance in the park for the last 22 years, and noted that the history of the Dock Trees could be found on display in the Museum window currently.

With no further business, Commissioner Costigan motioned to close the regular meeting, Commissioner Wells seconded the motion, all were in favor, and the meeting closed at 6:31 pm.

Cheryl Lewis, Town Manager