

**COMMISSIONERS OF OXFORD**  
**Regular Meeting Minutes**  
**January 24, 2023**

The Commissioners Meeting was held in person at 101 Market Street on January 24, 2023. Virtual viewing was also available. This information was posted on the town bulletin board and the town website. Commissioner Brian Wells called the meeting to order at 6 pm with the Pledge of Allegiance.

**PRESENT**

Attending the meeting were Commission President Jimmy Jaramillo, Commissioner Brian Wells, and Commissioner Tom Costigan, along with Town Manager Cheryl Lewis, and Police Chief Pat Maxwell. There were a few members of the public present. Town Planner Maria Brophy and a member of the public attended virtually.

**APPROVAL OF MINUTES AND DISBURSEMENTS**

Commissioner Wells motioned to approve the January 10, 2023 meeting minutes, Commissioner Costigan seconded the motion, all were in favor, and the motion carried.

Commissioner Costigan motioned to file the December 2022 Disbursements for audit, Commissioner Wells seconded the motion, all were in favor, and the motion carried.

**MAINTENANCE REPORT**

Matt Ozman is currently on vacation and submitted his report to the office prior to the meeting. It was noted that the emergency stormwater repair work is nearly complete on Bank Street and is complete at the corner of Benoni and Morris. Ozman also reported that the WWTP has been running with less issues through the cold months this season after some tweaking of the process.

**POLICE REPORT**

Chief Maxwell's report was submitted to the Commissioners prior to the meeting and will be attached here. The report identified 25 patrol checks over the prior period, and additional signage at the Strand parking lot to prevent occupied cars from parking there from dusk to dawn was requested, and which has already been ordered by the town office.

**FIRE COMPANY**

No report this meeting.

**UNFINISHED BUSINESS**

None presented.

**NEW BUSINESS**

A copy of the town's Water System Emergency Plan had been provided to the Commissioners prior to the meeting for their review. Lewis stated that she and Ozman had taken an older copy and updated the process and the contacts. She noted they would also look at creating similar plans for other functions at

PW. Commissioner Wells motioned to approved the plan, Commissioner Costigan seconded the motion, all were in favor, and the motion carried.

President Jaramillo stated that Senator Mautz had submitted the Speed Monitoring System legislation on behalf of the Town. The drafted legislation and letter of support from the town had been provided to the Commissioners prior to the meeting. The request is to add a speed camera in a designated place within the incorporated boundary near the firehouse, that would ticket drivers doing over 35 mph. Any profit from the cameras would be provided to MDOT for future speed reduction improvements specifically for Oxford. Lewis stated that this would be the fourth attempt, the legislation had made it through the House all three previous attempts, but had yet to be heard on the floor of the Senate, and she was hopeful this year with Senator Mautz supporting the effort. Commissioner Costigan motion to approve the letter of support, Commisisoner Wells seconded the motion, all were in favor, and the motion carried.

### **LETTERS AND REQUESTS**

Lewis stated the Library had requested the closing of Market Street during Oxford Day, April 21, 2023, for their annual book sale. Commissioner Wells motion to approve the letter of support, Commissioner Costigan seconded the motion, all were in favor, and the motion carried.

### **ATTORNEY**

Not present.

### **TOWN MANAGER**

Lewis requested a closed session following the meeting to discuss a personnel issue.

### **ANNOUNCEMENTS**

The office will be closed February 20, 2023 for Presidents Day. There will be no meeting on February 14, 2023, and the next Commissioners Meeting will be on February 28, 2023.

### **COMMISSIONER COMMENTS**

No further comments

### **PUBLIC COMMENTS**

Art Murr asked for clarification on the signage for the Strand Parking Lot. It was explained that we did not allow use of park facilities overnight, and this would apply to this lot which is technically an extension of the Strand Beach Park.

With no further business, Commission President Jaramillo motion to close the meeting and go into closed session to discuss a personnel matter, Commissioner Costigan seconded the motion, all were in favor and the meeting adjourned into closed session at 6:16 pm.

Following the close session, Commissioner Jaramillo motioned to close the regular meeting, Commissioner Wells seconded the motion, and the meeting was closed at 7:05 pm.

Cheryl Lewis, Town Manager