

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
June 11, 2019

The Commissioners Meeting was held in the meeting room of the Community Services Building on June 11, 2019. Commission President Gordon Fronk called the meeting to order at 6:00 p.m. and Robert Norbury lead all in the Pledge of Allegiance.

PRESENT

Attending the meeting were Commission President Gordon Fronk, Commissioner Gordon Graves, Commissioner John Pepe, Public Works Superintendent Scott Delude, Administrator/Clerk Cheryl Lewis, and Town Attorney Lyndsey Ryan.

APPROVAL OF MINUTES

Commissioner Graves motioned to adopt the minutes of May 12, 2019 as distributed. Commissioner Pepe seconded the motion, all were in favor, and the motion carried.

REPORT OF DISBURSEMENTS

A motion was made by Commissioner Graves to approve and file for audit the disbursements for the month of April 2019. The motion was seconded by Commissioner Pepe, all were in favor, and the motion carried.

MAINTENANCE REPORT

Public Works Superintendent Delude reported the following:

- The dying tree has been taken down at the Custom's House, the fence and steps have been painted and the painter will be working on the main structure.
- All community gardens have been rebuilt and all have already been distributed.
- A new chlorine pump was installed for the water treatment system and a spare was purchased to avoid issues in the future with a cost of \$1500.
- After a program upgrade to the well monitoring program, we experienced several issues, but everything seems to be under control and functioning properly at this time.
- Electric installation is complete at the Causeway Dock and we are waiting on electrician for Tilghman.
- A new exhaust fan has been installed in the blower room.
- Scott, Lyndsey and Matt attended a legal liability for W/WW operations class in Salisbury.
- PW employees have also attended water sampling classes for recertification training.

POLICE REPORT

Oxford Police Chief Patrick Maxwell reported the following for the prior 30 day period:

- 2 – Alarms (malfunction)
- 31 – Police Information (service)
- 5 – Parking Violations (citations issued)
- 2 – Trespassing Calls (posted lot)
- 2 - Assist the Fire Department
- 1 - Noise Complaint

- 5 - Suspicious Motor Vehicles
- 31 - Patrol Checks
- 5 – Assist Other Police Agencies
- 1 – Open Door
- 1 – Animal Complaint
- 1 – Check the Welfare
- 1 – Found Property
- 2 – Alarm
- 1 – Extremely Intoxicated Person

Chief Maxwell and Lt Thomas attended 24 hours of training at ESCJA for Mental Health Counseling for First Responders. The Annual Cardboard Boat Races will be held on June 22nd on the Strand.

A citizen inquired as to what the patrol checks were and was told that they are routine checks of businesses.

FIRE COMPANY

Chief Graham Norbury gave a brief report stating that since the last meeting there had been 11 Fire calls, most of which were mutual aid, 172 miles traveled, 74 member responses, and 31.9 hours worked. For Medical there were 25 calls of which only one was an accidental alarm, 93 member responses, 412 miles traveled and 84.5 hours worked. Norbury stated it had been an exceptionally busy week with 5 calls on the prior day. The annual rummage sale will be on June 15th. Norbury reported that the MSFA Convention will be in Ocean City next week and that Paul Callahan will be receiving the Colburn Trophy awarded for Outstanding Acts of Heroism, the annual award of which dates back to 1932. Callahan, an Oxford volunteer fireman, was Captaining his fishing vessel on November 28th when he received a call from fellow fireman Matt Hall reporting a hunting boat with three occupants had overturned. Callahan was able to rush to the capsized boat and with the help of his crew remove two men from the water and assisted the third man in keeping afloat until the Tilghman Fire Boat arrived to assist.

The Chief introduced his son Robert Norbury who is working on his Citizen Merit Badge, for which one of the requirements is to attend a local government meeting.

UNFINISHED BUSINESS

Resolution 1904 updating the Police Manual, which was discussed at multiple prior meetings, was reviewed by Attorney Ryan including a few non-substantial changes she was providing to the Commissioners for their review. In addition, Ryan requested a closed session to provide legal advice regarding other recommended changes.

Administrator Lewis updated the Commissioners regarding the current RFP for Design of the Strand Beach and other shoreline areas, for which bids had been received. The bidders and proposed amounts: BioHabitats/\$62,627.20, Unity Landscape Design Build/\$68,695. Underwood & Associates/\$73,994.20, GMB/\$89,300, AMT/\$110,000, Sustainable Science/\$181,660, AKRF/244,308, CPJ Assoc/263,000. Lewis stated the bids were currently being reviewed by the town, the state and the NWF, after which the three results would be compared and once narrowed down to a single recommendation, would be presented to the Commissioners.

NEW BUSINESS

John Pepe inquired as to the status of unpermitted trailers parked at the Strand Parking lot. Chief Maxwell stated they were abandoned and he would again attempt to contact the owners.

Administrator Lewis stated she had a request from a citizen, Susan Botkin, to consider installation of a community pool at the old ballpark location. After discussion of the current plans for a new park at this location, supported by a Maryland Parks and Playgrounds Program grant, it was determined this was not a suitable place to consider a pool. There was also concerns that a town supported pool was not economically feasible and the town staff could not possibly maintain such an operation. Lewis pointed out that the parcel originally slated for the YMCA pool was still available. The Commissioners determined it would make the most sense at this time to review the prior plans for a YMCA pool, which failed by referendum in 2012, and to determine if there was sufficient community support to consider opening communications with the YMCA again.

LETTERS AND REQUEST

Lewis presented a request from the OBA for \$1000 towards the Paint Oxford Day, a component of the Annual Talbot Plein Air Easton Art Festival and Competition, similar to 2018. Commission Graves motioned to approved the expense from the FY 2019 General Funds Miscellaneous Contributions line item, Commissioner Pepe seconded the motion, all were in favor and the motion carried.

Request was received from Skip Marquess to hold the 31st annual Card Board Boat Race on June 22, 2019, with all Commissioners receptive to the annual event.

Lewis stated she had received a letter from the Fraternal Order of Police Lodge 18 stating they would be conducting their annual police fundraising campaign beginning June 17, 2019 and have provided a contact phone number in their event there are any issues during the campaign.

ATTORNEY

Ryan reiterated her request for a closed session to provide legal advice regarding the Police Manual and also legal advice regarding litigation. Upon a question from a citizen, Ryan stated it was to discuss dismissal of previously submitted legal case.

ADMINISTRATOR

Lewis provided a letter of support for Dr. Ming Li's grant request to the Maryland Sea Grant Program for funding to create web tools to assist others in accessing flooding risk and make decisions on coastal planning, stating she could envision opportunities within Oxford's planning to use such tools. Commissioner Graves motioned to approve the letter of support, Commissioner Pepe seconded the motion and all were in favor.

Lewis requested approval of several reappointments to current Oxford Commissions and Boards: Susan Campbell to Board of Appeals; Bruce Beglin and Ed Miller to Planning; Suzanne Litty, Pat Ingram and Dick Deerin to Historic; Joy Erwin, Phil Livingston and Suzanne Beyda to Parks n Rec; Doretta Murray, Phyliss Gaiti and Pat Jessup to Elections; and William Dial, Mary Klair and Camilla Passarella to Ethics. Commissioner Fronk made a motion to approved the reappointments as presented, Commissioner Graves seconded the motion, all were in favor and the motion passed.

Lewis requested a closed session for Personnel Discussion.

PUBLIC COMMENT

Peter Dunbar commented on the controversy surrounding the prior attempt to construct a pool and offered to provide the Commissioners with some information he has from his term as Commissioner. Dunbar also questioned the Chief regarding the recent use of a speed trailer and could it be stationed going out of town. The Chief said he would look for additional units to borrow.

Jane McCarthy requested the mosquito spray people spray after 11 pm, saying they sprayed at 9 pm during the prior week while people were outside and eating dinner.

There being no further business, President Fronk made a motion to adjourn the meeting to go into closed session for legal advice regarding litigation and the Police Manual and for Personnel Discussion, the motion was seconded by Commissioner Graves, all were in favor and the motion carried. Meeting was adjourned into closed session at 7: pm.

Respectfully submitted,

Cheryl Lewis, Town Administrator-Clerk/Treasurer

"In accordance with Section 10-508(d) of the State Government Article of the Maryland Annotated Code, a written statement of the closed session is attached to the official minutes of the Commissioners of Oxford and maintained in the minute book in the Town Office".