

BOARD MEETING:
2ND AND 4TH TUESDAY OF EACH MONTH

(410) 226-5122



101 Market Street
P.O. Box 339
Oxford, Maryland 21654

Commissioners of Oxford

The next COMMISSIONERS OF OXFORD regular meeting will be held in person at
101 Market Street on October 8, 2024 at 6 pm
All are welcome to join the meeting in person or view the meeting virtually at the following link:
https://townhallstreams.com/towns/oxford_md

COMMISSIONERS OF OXFORD ~ October 8, 2024 AGENDA

REGULAR TOWN MEETING – 6 pm

- Pledge of Allegiance

ANNOUNCEMENTS FROM COMMISSIONER

- Commissioners Comments/Announcements

PUBLIC COMMENTS

- Public comments are encouraged and can be emailed to oxfordclerktreasurer@goeaston.net, mailed or dropped off at the Town Office by Noon on the Thursday before every meeting

PRESENTATION

- Brent Jett – GMB, will give an update on the storm water pumps

OATH OF OFFICE

- Board of Zoning Appeals – Stephen Selden

CONSENT AGENDA

- Meeting Minutes for August 27, 2024
- Police Report
- Maintenance Report
- Finance Report

RESOLUTION FOR CONSIDERATION

- RESOLUTION NO. 2411 - A RESOLUTION SETTING THE FEE SCHEDULE FOR THE TOWN OF OXFORD'S MOORING PROGRAM, REPLACING A PORTION OF RESOLUTION 2212 AND ALL PREVIOUS FEE SCHEDULES, EFFECTIVE JULY 23, 2024
- RESOLUTION NO. 2418 - A RESOLUTION OF THE COMMISSIONERS OF OXFORD AMENDING THE OXFORD POLICE MANUAL TO CLARIFY THAT OFFICERS WILL BE COMPENSATED FOR TIME SPENT WHILE OFF DUTY APPEARING IN COURT FOR TIME SPENT, OR A MINIMUM OF TWO HOURS, WHICHEVER IS GREATER

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UNFINISHED BUSINESS

- Strand update
- Baker Tilly – Town Manager search update
- Accessibility Grant to the Christopher Reeves Foundation update
- Revisions to Resolution 2417
- Review draft Application for Employment to be used by the Town of Oxford
- Recommendation to reconsider Motion to Approve meeting minutes from July 9, 2024, discuss amendments for consideration for revisions and new vote.
- Meeting with Underwood & Associates regarding Strand Project

NEW BUSINESS

- The Oxford Museum – Donation Request
- Appointment to Talbot County Economic Development
- Community Resilience Committee Mandate
- Discussion for an RFP for the FEMA Grant
- Interim Staffing

LEGAL

- First Amendment of the United States Constitution

LETTERS RECEIVED

- List of Letters received attached w/letters

COMMISSIONERS COMMENTS

PUBLIC COMMENTS

- Public comments are encouraged and can be emailed to oxfordclerktreasurer@goeaston.net, mailed or dropped off at the Town Office by Noon on the Thursday before every meeting

SPECIAL PUBLIC WORKS PICKUP DAYS

- Leaf pickup – Every Wednesday starting October 16, 2024 to December 18, 2024
- Special Brush – For month of November, November 25-27, 2024
- Special Brush – For month of December, December 19, 20 & 23, 2024
- Christmas Tree – Tree pickup will January 15, 2025

COMMUNITY EVENTS

- OVFD Breakfast – October 13, 2024 8-11am
- Community Day/Oxford Community Center – October 19, 2024 All Day Event
- Walk/Run For Mental Health/Oxford Community Center – October 19, 2024 8am to 12pm
- Trunk Or Treat – October 31, 2024, 6-8pm

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Commissioners of Oxford

FUTURE COMMISSIONER'S MEETINGS

- October 22, 2024
- November 12, 2024
- December 10, 2024
- January 14, 2024
- January 28, 2024

UPCOMING TOWN CLOSING

- October 14, 2024 – Columbus Day
- November 5, 2024 – Election Day
- November 11, 2024 – Veterans Day
- November 28, 2024 – Thanksgiving Holiday
- November 29, 2024 – American Indian Heritage Day
- December 24 & 25, 2024 – Christmas Holiday
- December 26, 2024 thru January 1, 2025 – Offices will be closed, limited staff

ADJOURNMENT

The Commissioners of Oxford are governed by the Oxford Charter and are guided by Robert's Rules of Order. The Charter provides that all meetings of the Commissioners shall be open to the public, and the rules of the Commissioners shall provide that residents of the Town shall have a reasonable opportunity to be heard at any meeting in regard to any municipal question. Public Comment is included on all Commissioner regular meeting agendas and affords the public the opportunity to have a voice, and the Commissioners an opportunity to listen. Public Comment is not a Debate. It is not a question-and-answer session or discussion. If, after a public comment, a Commissioner wishes to clarify a matter, they may do so. With that in mind, the Commissioners thank the public for their interest, welcomes the public to speak, and requests that anyone who would like to speak please state your name and address for the record.



Design-Build Flood Remediation Oxford, Maryland

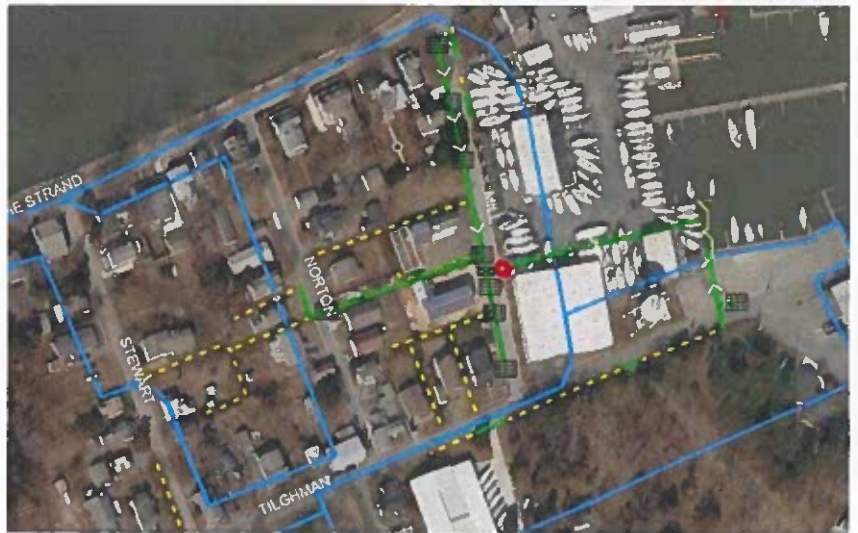
Background

- Awarded as Design-Build Project
 - GMB - Design
 - Barkers Landing - Build
- Phase 1 (study and identify) has been completed.
- Phase 2 (design) is in the process
- Phase 3 (installation) has questions about hot to proceed.



Background

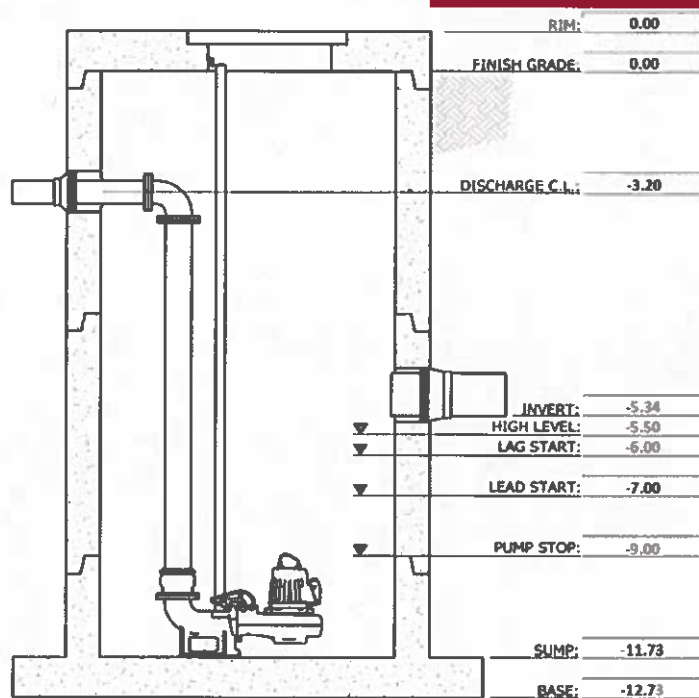
- Identified Pump Stations at
 - Mill Street
 - W. Pier St
- Investigating Package Systems from 2 providers
- Similar specifications and performance



Next Steps

Barkers Landing is out of business

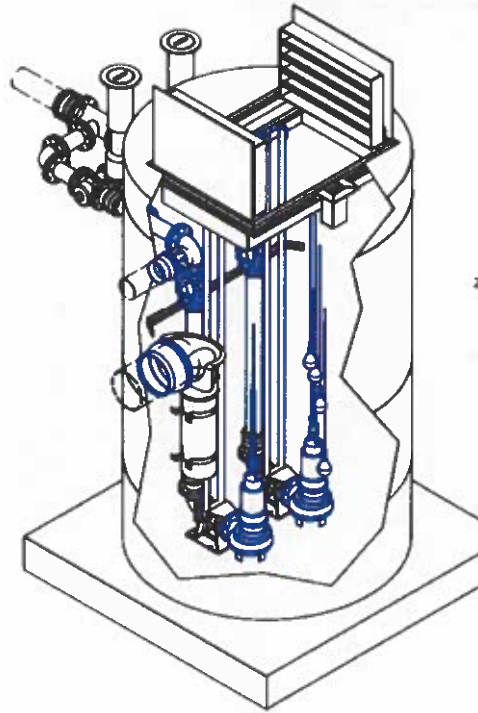
- Contract with another construction company
 - Simple Transition
 - Can this be done?
- Open Bid Design
 - No procurement included in GMB contract
 - Need specs/bidding
- Town performs some work with remaining done by supplier



Note: Image is a preliminary representation of the pumping system. Elevations shown are the primary factors used for sizing the wet well. Backup levels not shown. Additional (or fewer) level settings may be required.

Supplier Option 1

- Romtec From Washington State.
 - Will supply wet well, control panel, pumps
 - Will have certified representatives on-site to oversee installation
 - Hole dug, shored up, dewatered by others
 - Connections by others
 - Freemire local support



Supplier Option 2

- Sherwood Logan From Annapolis
 - Will supply wet well, control panel, pumps
 - Will have certified representatives on-site to oversee installation
 - Hole dug, shored up, dewatered by others
 - Has a contractor they offer to provide the above
 - They will provide panel and connections



Similar Results

- Similar size pumps
- Similar volume of water pumped (maybe slightly bigger from Sherwood Logan)
- Similar footprint
- Similar electrical needs
- Similar support



Options

- Oxford provide support with prep for wet well, setting wet well, and connecting existing stormwater piping?
- Bid to 3rd party and attach support from Pump Station supplier to successful bidder?
- Pick another Contractor that has experience in Oxford?



OXFORD CHARTER

Section C12-1. Oath of Office Required.

- a) Before entering upon the duties of their offices, the Commissioners, the Clerk-Treasurer, the members of the Board of Supervisors of Elections, and all other person (persons) elected or appointed to any office or profit or trust in the Town government shall take and subscribe the following oath or affirmation:

“I **Stephen Seldon**, do swear (or affirm, as the case may be), that I will support the Constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland, and support the Constitution and Laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the office of **Board of Zoning Appeals**, according to the Constitution and Laws of this State.”

- b) The President of the Commissioners shall take and subscribe this oath or affirmation before the Clerk of the Circuit Court for Talbot County or before one of the sworn deputies of the Clerk. All other persons taking and subscribing the oath shall do so before the President of the Commissioners.

Length of Term: **3 Years, through October 8, 2027**

Date Signed: **October 8, 2024**

Stephen Seldon

Norman Bell, President of the Commissioners of Oxford

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
August 27, 2024

The Commissioners Meeting was held in the Oxford Commissioners meeting room on Tuesday, August 27, 2024. Meeting was called to order and opened with the Pledge of Allegiance.

PRESENT

Attending the meeting were Commissioner Norm Bell, Pres., Commissioner Tom Costigan, Commissioner Greer, Chief Chris Phillips, Clerk/Treasurer Vickie Sharp, and Attorney Lyndsey Ryan. Approximately 44 people were in attendance along with individuals attending virtually.

ANNOUNCEMENT

The Oxford Commissioners will vote to go into Closed Session following this open session on this 27th day of August 2024 under the Open Meetings Act, General Provisions Art. Sub-Section 3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction and consult with counsel to obtain legal advice.

Commissioner Greer motioned to amend the agenda for new business to add the approval for staff and volunteer parties. Commissioner Costigan seconded the motion, all were in favor, and the motion carried

PUBLIC HEARING

Ordinance #2412 – AN ORDINANCE FOR THE COMMISSIONERS OF OXFORD TO AMEND THE OXFORD TOWN CODE TO PROHIBIT RETAIL ESTABLISHMENTS IN THE TOWN FROM PROVIDING CUSTOMERS WITH SINGLE USE DISPOSABLE PLASTIC BAGS. Public comment was heard from both against the ban and for the ban. Commissioner Costigan suggested to postpone the vote until the next meeting so that everyone could think about what has been heard tonight. Attorney Ryan suggested incentive to retail establishments and restaurants if they don't use plastic bags. All were in favor to table the Ordinance #2412 until further notice. For full detail of this ordinance watch the Town meeting recording for August 27, 2024 for full discussion and questions.

Ordinance #2413 – AN ORDINANCE FOR THE TOWN OF OXFORD TO AMEND CHAPTER 11 OF THE TOWN CODE TITLES "HARBOR MANAGEMENT ORDINANCE", TO REVISE SPECIFICATIONS FOR MOORINGS AND ESTABLISH AN ESCROW ACCOUNT FOR MOORING MAINTENANCE. Public comment was heard both for and against Ordinance #2413. Attorney Ryan, further explained the possible alternatives regarding residence vs. non-residence. Comments were heard from the public as well. Commissioner Bell closed the public comment. Commissioner Greer motioned to set up another public hearing on the ordinance as amended. This will be at the same time as the resolution for the fee schedule from the Port Wardens both resolution and ordinance will be considered together. Commissioner Costigan seconded the motion, all were in favor, and the motion carried. For full detail of this ordinance watch the Town meeting recording for August 27, 2024 for full discussion and questions.

UNFINISHED BUSINESS

Commissioner Bell announced that Baker Tilly was selected as the professional search for the Town Manager's position.

Commissioner Greer spoke on the orange fence at the Strand. She motioned to have a workshop to visually inspect the orange fence and decide which parts should be removed. All public is invited. Comments were received regarding getting the grasses to seed, keeping people off of the dunes and using the walking paths. Due to the orange fence 2 lane traffic is not accessible making bicyclists and pedestrians at risk. Commissioner Costigan seconded the motion, all were in favor, and the motion carried. Public will be invited for their input.

Commissioner Costigan gave an update on Water Well #2 has failed. The pump at the bottom of the well has failed. While pulling the pump up the turbine that sits on top of the well was found to have holes. The turbine is what gives the water pressure. The new pump found was an upgrade to what had failed and could be acquired fast. A new turbine was constructed for our use as well. Once all parts were replaced the well needs to be cleaned, sanitized, filled and tested. That took place on Friday and failed. The well will need to be emptied and re-sanitized and tested. Hopefully by the end of the week it will have passed and be back up and functioning. The old 230 volt system was also updated to a new 480 volt system.

NEW BUSINESS

Liza Ledford from the Oxford Community Center asked for a recommendation letter from the Commissioner's in support of the Community Center's application for funding to replace the subfloor and seal the crawl space. Commissioner Greer motioned to provide a recommendation letter for the OCC. Commissioner Costigan seconded the motion, all were in favor, and the motion carried.

Public Works request authorization for the following expenditures; UV light kits for full replacement of the UV disinfection bulbs. This will include all bulbs, new glass, seals, springs and spacers totaling \$2,465.80. Service kits for the YSI probes that includes stationary probes that operate the wastewater treatment plant. These are services month and updated yearly. Also includes bi-yearly service/calibration by the YSI factory representative. For the amount of \$4,105.00. Total \$6,570.80 for routine maintenance. Commissioner Costigan motioned to approve the request for purchase. Commissioner Greer seconded the motion, all were in favor, and the motion carried.

Request to run ad for the Administrative Clerk position, Commissioner Greer motioned to approve the job description for the Administrative Clerk position and have an ad ran as soon as possible. Commissioner Costigan seconded, all were in favor, and the motion carried.

Commissioner Greer proposed that the funds for the October volunteer party be used for Christmas bonuses for employees and explore other opportunities for a volunteer/staff party. Could have an ice cream social, or do something at the OCC. Commissioner Costigan stated he has enjoyed the party and was a nice way to say Thank You for the 60 some volunteers and would like to see the party continue. This was tabled until the next meeting.

LETTER RECEIVED

These letters will be attached to the minutes of this meeting.

James Wilcox – Tree Pruning

Dan Kordell – The Baseball Field

Susan DeLean-Botkins – Trees

Richard Leggett – Against Plastic Bag Ban

COMMISSIONER COMMENTS

Commissioner Costigan, thanked Matt Ozman, Mike Bell, The Team, and Vickie for the great job they did dealing with the Well situation.

Commissioner Greer needs amateur photos, high resolution, shots of the town for Baker Tilly to build the brochure.

PUBLIC COMMENTS

Citizen asked, when the well comes back online, does homeowners of older properties have to be aware or anticipate a surge. Commissioner Costigan stated not that we are aware of. Liza from the Community Center stated that there will be a community pot-luck on December 18th. Barbara Ranson suggested a work session or information video or podcast to bring everyone up to speed on a new well. Debbie Krolicki, suggested keeping everyone up to date on the well. Citizen asked for a status on the Strand. Regarding planting, removing orange fence, mats for the path regarding the first phase. Susan Kordell, asked who and how the background check will be done for who is hired for the administrative clerk position? Commissioner Greer was given names of background search firms. The current application for employment does not contain the types of questions that are needed since the office does handle petty cash. Has a job posting from Wicomico that requires a secretary to take a drug test and have a back ground check. Working on an application form that requires acknowledgement of such information. Bob Bergner, asked about the pruning of the trees around Town and is there an update. Russ Gray, how far back does a back ground check look at? Most go back 7 to 10 years. Maryland has restrictions. Susan DeLean-Botkin, be cautious in making comments about age discrimination. Need to advertise to all groups cannot shift toward one group or another because that is discrimination. Scott Rensberger stated he spent \$27 to do a background check and was able to go back a zillion years. Suggested that if the Town is only able to go back 7 to 10 years, they should pay the \$27 to go further back, if it's legal and if it's not legal send me an email and I'll do it. Scott Rensberger stated he has a series of questions he would like to ask Commissioner Bell. Would you please sit down with me at some point and just chat, would be happy to send questions ahead of time. Tom Campbell stated he has spent a lot of time around here and considers himself a good will ambassador, fancy pictures are not going to sell our community. If this is on his camera right now, live on social media, I can't imagine who wants to come to work here. Something needs to be figured out, this can't be every town meeting. It is making it harder for me to cherr on my community, really disappointing.

ANNOUNCEMENTS

Commissioner Bell, Town Office will be closed on Monday, Labor Day.

The Oxford Commissioners will vote to go into Closed Session following this open session on this 27th day of August 2024 under the Open Meetings Act, General Provisions Art. Sub-Section 3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction and consult with counsel to obtain legal advice. Commissioner Bell, do I hear a motion to adjourn to closed session. Commissioner Costigan motioned to go into closed session. Commissioner Greer seconded the motion, all were in favor, and the motion carried.

Respectfully submitted, Vickie Sharp, Clerk/Treasurer

*Letters discussed in these minutes are attached and available upon request at the Town Office.
Commissioner Meetings are now live streaming and are archived on townhallstreams.com*

oxfordclerktreasurer@goeaston.net

From: oxfordplanner@goeaston.net
Sent: Friday, August 23, 2024 10:02 AM
To: oxfordclerktreasurer@goeaston.net
Subject: FW: Tree Pruning

Marilyn B. Williams, CFM
Planner
Town of Oxford
P.O. Box 339
Oxford, MD 216545
410-226-5122

-----Original Message-----

From: James Wilcox <jameswilcoxjr@gmail.com>
Sent: Thursday, August 22, 2024 5:13 PM
To: Norman Bell <normanbell45@gmail.com>; dc2ox4d@verizon.net; Katrina Greer <katrina4commissioner@gmail.com>; Marilyn Williams <oxfordplanner@goeaston.net>
Subject: Tree Pruning

Let me respectfully offer a suggestion. During a meeting of the Town Commissioners, a lot of dissatisfaction was expressed about the recent tree pruning by Delmarva Power, and the representative from the company offered to work with a resident group to ensure that aesthetic considerations were adequately taken into account in the future. Delmarva described its four year cycle, so there is nothing that can be done immediately, but Oxford can start planning ahead.

If the town wants to retain a professional arborist, that would probably be very good, but I assume there would be an associated cost. Alternatively, the town could enlist resident volunteers. We did that in DC, where there is a long established group named Trees for Georgetown, which has been associated with the Citizens Association of Georgetown, but which separately raises money in support of an issue of great importance to the neighborhood. I know the principals with that organization, and I assume that they would be willing to communicate with you if desired. I don't know that Oxford needs to go quite that far. But the Charles Bensons, who live next door to me at 305 N Morris, were especially vociferous in their complaints about the recent pruning, so I just asked Caroline if she would be willing to assist with town tree pruning if the Town Commissioners believed that would be helpful. And she said that she would. The Bensons have an unusually large intown lot with massive trees, which you can see is very tastefully and immaculately maintained. Caroline is actively involved with the local garden clubs, is a member of the Royal Horticultural Society, previously owned Garden Treasures in Easton before selling it to her protégée Amy, and before downsizing to their house in Oxford, lived on several very large estates in Talbot County with many, many trees, including the Knightly estate. Caroline's father previously owned Poplar Hill Farm near the intersection of the Bypass and the Oxford Rd., and her mother's maiden name was Thompson, and her mother donated Thompson Park in downtown Easton to the town. Although Caroline is not a professional arborist by trade, she is an established horticulturalist who has a lot of experience with trees and their pruning. And she is very collegial by nature.

Caroline is leaving town in a few days for a trip to Great Britain, which is likely to be garden-oriented, but she should be back in a couple of weeks if anyone wants to explore this general concept with her then. This is your call and is only my suggestion, but I thought I should make it while tree pruning is on the minds of many people.

I hope you enjoy the good weather and the upcoming Regatta.

Jim

From: Daniel Kordell <dank20879@yahoo.com>

Sent: Tuesday, August 13, 2024 11:39 PM

To: Katrina Greer <katrina4commissioner@gmail.com>; Norman Bell <normanbell45@gmail.com>; Tom Costigan <dc2ox4d@verizon.net>; oxfordplanner@goeaston.net; Lyndsey Ryan <lryan@bbcmlaw.com>; Scott Rensberger <scott.rensberger@gmail.com>

Subject: Re: The Baseball Field

Commissioners,

Please give us back our baseball field. And here is a good opportunity to unite our town: After the ball field is restored, have an annual softball competition with teams comprised of supporters of individuals running for that year's commissioner seat. It can be an annual event, with a softball game, a band, banners, cheerleaders, watermelon, a picnic lunch, maybe a pie eating contest, and the like. Could be a lot of fun.... - Dan Kordell

On Tuesday, August 13, 2024 at 10:28:31 PM EDT, Scott Rensberger <scott.rensberger@gmail.com> wrote:

Several years ago, when Cheryl Lewis needed to find a place to dump unwanted soil she decided on the outfield of our historic baseball field. At the time, according to our minutes, the soil was placed there only temporarily. She said it would be used elsewhere.

But, for some reason, in a town that needs soil more than anything else — Lewis never allowed it to be used by anyone. And, at the same time we were actually buying other soil and bringing it into town to build the wastewater treatment plant — it was a special kind of dirt used to pack down the area so we could build on it.

However, after that soil was used as weight to pack down the underlying layer — tons of high quality dirt was removed from our new plant before it went into operation. I was told Cheryl Lewis donated that expensive dirt to a wealthy person who lives on Oxford Road. Why didn't she donate the pile of dirt that was dumped onto the baseball field? You tell me?

For some reason Cheryl Lewis refused to remove the mountain of dirt from the historic ballpark. I can't find one Commissioner who approved putting the dirt there in the first place. After that, Lewis went on a full assault to completely destroy our baseball diamond. She had trees planted in the infield just to make sure no child would ever run the bases again. The Oxford Kids Camp could no longer use it as a kickball park. Lewis's last act was to literally donate our two bleachers to another baseball field. I bet everyone can guess where those bleachers went? I visited them the other day in Trappe.

\That mountain of dirt should be completely removed. It was dumped there with zero Commissioner support. After someone takes it away we can test its core for high levels of nitrates. The only way to properly test it is by removing it. Paying someone to poke at its top surface is just a waste of time and money.

I think all three Commissioners should call Cheryl Lewis and ask her if the soil can be donated to a landscape company. If she says, Yes. Problem solved. If she says, No with hesitation in her voice — just maybe that soil isn't fit to give away. Folks — there's a reason it's there.

At the same time that mountain was being created we were spending millions of dollars removing our huge sludge problem to several different landfills. It literally put the wastewater plant behind one year. Our contractor had a heck of a time finding landfills to take the toxic soil.

The only way to solve this problem is to have someone pick it up. If it's safe, clean dirt — excavation companies would love every inch. The bottom line is — IT DOES NOT BELONG THERE. If this is safe, clean dirt — it only takes two Commissioners to fix this problem without spending a dime.

Scott Rensberger

202-423-9040

From: susan delean-botkin <sdel@hotmail.com>
Sent: Sunday, August 18, 2024 12:38 PM
To: The Talbot Spy
Cc: Norman Bell; Tom Costigan; Katrina Greer; Vickie Sharp; Marilyn Williams
Subject: Trees

My nephew Sean sent me a work video this week. He loves what he does and periodically shares scenes from his locations. I had been thinking about Sean this week. At the Oxford Commissioners meeting Delmarva Power answered questions about the tree trimming they are required to do in all of our small towns. Some of the Oxford townfolks were pretty upset that the beautiful tree canopy had to be cut back away from the power lines. There were a lot of suggestions about "How I would do it, even though I am not an arborist". It got a little hot in the hearing room.

The folks from Delmarva Power came in peace to inform the public of why it is critical and the law to prune back the trees away from the power lines at least every four years. I think it might have helped to have Sean's video played that night - he is a federal fire firefighter out west. He has been in Chico and Paradise, CA and is now, as I write this, in Wilamette, Oregon - The video was him in the fire line - trees on fire above, brush on fire at his feet. Scary just for me to look at it - Fires are often triggered by power lines that snap and spark trees, brush, and houses.

I can see a fire whipping through the old frame houses in Oxford in high winds. One broken branch that falls onto power lines could spark the whole town.. It is a real possibility. If you don't have respect for Delmarva Power, how about for Graham, Tim, Henry, Easy, Dave, Rachel, Connie, Bruce and all the other Fire Company that would be out fighting for your town.

Susan Delean- Botkin
202 3rd St.
Oxford, Md. 21654
443-786-4454

From: Richard Leggett <roleggett@gmail.com>

Sent: Monday, August 19, 2024 3:32 PM

To: oxfordmanager@goeaston.net; Town Office - Lisa <townoffice@goeaston.net>

Cc: normanbell45@gmail.com; Tom Costigan <dc2ox4d@verizon.net>

Subject: Re: Proposed Ordinance #2412

Confirming receipt of my e-mail sent on 8/7. Please confirm. Thank you.

Rich

On Wed, Aug 7, 2024 at 11:26 AM Richard Leggett <roleggett@gmail.com> wrote:

Dear Town of Oxford Commissioners,

As a local business owner, I am writing to share my views and request an exemption in advance of your August 27th hearing regarding proposed Ordinance #2412 prohibiting retail establishments from providing customers with single use disposable plastic bags.

Specifically, we are supportive of the ordinance for most uses -- merchandise, non-frozen goods, etc., -- but, would respectfully request an exemption be included in the ordinance as it relates to the use of single-use disposable plastic bags specifically for transporting ice cream and frozen goods.

At SHC and OXS, we purposely use plastic bags when packaging our take-away frozen foods such as ice cream pints, quarts and frozen meals (at Oxford Social) as these goods are not well suited for paper bags as they create condensation which would ultimately weaken and break a paper bag and result in the destruction of the product. In addition, paper bags would result in faster melt times for the product. The combination of these two factors would ultimately create dissatisfaction among our customers.

In researching other jurisdictions that have also banned single-use plastic bags, we have consistently found exemptions to their rules specifically for frozen foods or fresh refrigerated goods (ex: PG County, Easton, etc.). As an example, in Prince George's County, the exemption includes

- *Package bulk items, including fruit, vegetables, nuts, grains, candy, or small hardware items;*
- ***Contain or wrap frozen foods, meat, or fish, whether prepackaged or not;***
- *Contain or wrap flowers, potted plants, or other damp items;*
- *Contain unwrapped prepared foods or bakery goods;*

As such, we respectfully formally ask that Ordinance #2412 also be amended to provide such an exemption specifically for frozen foods. I am available for further discussion at your convenience at 646.483.3835.

Sincerely,

Richard Leggett

Owner, The Scottish Highland Creamery and Oxford Social Cafe



Oxford PD – Commissioner’s Report (9/19/24 –10/02/24)

- 9/24 – Chief Phillips attended a child trafficking meeting hosted at the Easton Health Department
- 9/30/24 – Lt. Kellner attended training hosted by MDEM for G-191 Incident Command System/EOC Interface
- 10/1/24 – Chief Phillips attended a County Elections Meeting
- 10/4 – Lt. Kellner’s Last Day
 - OPD is coordinating with TSO to contract additional coverage for the town



Oxford Police Department
101 Market Street
P.O. Box 339
Oxford, Maryland 21654
"Maryland's First Port"

STAT SHEET: OXFORD PD
 REPORTING PERIOD: 9/19/24 - 10/02/24

REPORTS:	RP	YTD
Accident	0	0
Animal	0	3
Assault	0	2
Domestic	0	0
Property	2	7
Fraud	0	3
Harassment	1	3
Misc./Other	0	12
Suspicious	0	4
Theft	0	3
Total	3	37

ARRESTS:	RP	YTD
Warrant	0	6
On-view	0	0
Summons	0	0
Juvenile	0	0
Emergency Petition	0	0
Other	0	0
Total	0	6

COURT ORDERS:	RP	YTD
Civil Process	0	0
Peace/Protective Order	0	0
Total	0	0

CALLS:	RP	YTD
Alarm	1	15
Animal	1	17
Court off Duty	0	3
Welfare Check	0	4
Property	2	13
Harrassment	1	4
Misc./Other	13	291
MVC	0	2
Noise	0	3
Parking	0	12
Suspicious	0	31
Traffic	0	11
Trespass	1	9
Argument	0	0
911 Hang Up	0	0
Assists	2	42
Total	21	457

COMMUNITY:	RP	YTD
Property Checks	80	2017
Special Events	0	14
Foot Patrol	6	170
Bike Patrol	0	6
Total	86	2207

OTHER ENFORCEMENT:	RP	YTD
Parking Tickets	4	30
Traffic Stops	9	240
Traffic Warnings	9	249
Traffic Citations	0	28
Vehicle Search	0	1
Civil/Criminal Citations	0	5
Field Interview	0	5
Total	22	558



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STAT SHEET: TSO
 REPORTING PERIOD: 9/19/24 - 10/02/24

REPORTS:	RP	YTD
Accident	0	0
Animal	0	0
Assault	0	0
Domestic	0	0
Property	0	0
Fraud	0	0
Harassment	0	1
Misc./Other	0	1
Suspicious	0	0
Theft	0	0
<i>Total</i>	0	2

ARRESTS:	RP	YTD
Warrant	0	0
On-view	0	0
Summons	0	0
Juvenile	0	0
Emergency Petition	0	0
Other	0	0
<i>Total</i>	0	0

COURT ORDERS:	RP	YTD
Civil Process	0	2
Peace/Protective Order	0	0
<i>Total</i>	0	2

CALLS:	RP	YTD
Alarm	1	8
Animal	0	3
Court off Duty	0	0
Welfare Check	0	1
Property	0	0
Harrassment	0	1
Misc./Other	3	19
MVC	0	1
Noise	0	1
Parking	0	0
Suspicious	0	4
Traffic	0	2
Trespass	0	0
Argument	1	1
911 Hang Up	0	0
Assists	1	1
<i>Total</i>	6	42

COMMUNITY:	RP	YTD
Property Checks	11	164
Special Events	0	3
Foot Patrol	0	0
Bike Patrol	0	0
<i>Total</i>	11	167

OTHER ENFORCEMENT:	RP	YTD
Parking Tickets	0	0
Traffic Stops	1	2
Traffic Warnings	0	0
Traffic Citations	0	0
Vehicle Search	0	0
Civil/Criminal Citations	0	0
Field Interview	0	0
<i>Total</i>	1	2

BOARD MEETING:
2ND AND 4TH TUESDAY OF EACH MONTH
(410) 226-5122



101 Market Street
P.O. Box 339
Oxford, Maryland 21654

Commissioners of Oxford

Maintenance Report

10/8/2024

1. New tide gates have been ordered and will be delivered any day once the tides are in a more normal range they will be installed. We have all the hardware in stock and will be standing by for installation.
2. Pothole patching around town before winter has been completed.
3. Fencing has been ordered to replace orange fencing at the strand. Once it has arrived, it will be installed ASAP.
4. Trees on West Strand, Emails and pictures were sent on September the 8th of 2024. Our Delmarva Power representative has forwarded all information to the vegetation department. They are working on it as fast as possible to get the tree limbs cut away from the power lines. With the clean up from hurricane Helene Delmarva Power has sent crews to help with getting power back on in the southern states. This will hinder the original timeline of getting this job done but we understand. Our thought and prayers are with them.
5. As we all have seen the Tides have been a lot higher than normal the past couple weeks. We had multiple high tides pushing 4ft and over on the weekend of September 21st. Public works and the Police Department were able to handle traffic along with the State Highway Administration. It looks like we will may catch a break in tides this coming week.

Respectively submitted by:

Matthew Ozman

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
July 2023 through June 2024

Ordinary Income/Expense	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Income				
41000 · Real Property Tax				
41100 · Real Estate	1,063,258.59	1,059,469.85	3,788.74	100.36%
41101 · Real Estate - SMSF Dedicated	(100,000.00)	(100,000.00)	0.00	100.0%
41124 · Real Property Tax - 2024/2025	0.00	0.00	0.00	0.0%
41150 · Tax Discount	(7,577.61)	(7,500.00)	(77.61)	101.04%
41200 · Interest Paid	3,137.11	3,250.00	(112.89)	96.53%
Total 41000 · Real Property Tax	958,818.09	955,219.85	3,598.24	100.38%
42000 · Intergovernmental Revenues				
42100 · Accomodations Tax	58,012.55	65,000.00	(6,987.45)	89.25%
42200 · Amusement Tax	664.32	115.00	549.32	577.67%
42300 · Local Income Tax	237,620.75	240,000.00	(2,379.25)	99.01%
42400 · Highway User Revenue	89,596.22	76,089.00	13,507.22	117.75%
42500 · Traders Licenses	0.00	2,000.00	(2,000.00)	0.0%
42600 · Tax Revenues - Other	2,696.14	0.00	2,696.14	100.0%
Total 42000 · Intergovernmental Revenues	388,589.98	383,204.00	5,385.98	101.41%
43000 · Licenses and Permits				
43100 · Animal Registration	0.00	0.00	0.00	0.0%
43300 · Building Permits	23,419.62	28,000.00	(4,580.38)	83.64%
43400 · Cable Franchise	4,496.00	4,770.00	(274.00)	94.26%
43450 · Port Warden Permits	1,922.50	2,000.00	(77.50)	96.13%
43455 · Long Term Rental Inspections	200.00	0.00	200.00	100.0%
43460 · Short Term Rental	4,185.00	3,885.00	300.00	107.72%
43500 · Licenses and Permits - Other	239.20	0.00	239.20	100.0%
Total 43000 · Licenses and Permits	34,462.32	38,655.00	(4,192.68)	89.15%
44000 · Revenues from Other Agencies				
44100 · Grant - Critical Areas	1,000.00	1,000.00	0.00	100.0%
44200 · Grant - SAPPF Police	10,916.00	10,561.00	355.00	103.36%
44205 · Grant - DHCD Mini/Facade	0.00	0.00	0.00	0.0%
44300 · Grant - DNR - Public Access	2,800.00	2,600.00	200.00	107.69%
44301 · Grant - MD Parks & Playgrounds	0.00	0.00	0.00	0.0%
44302 · Grant - DNR Improv Waterways	0.00	0.00	0.00	0.0%
44400 · Grant - Misc	32,914.80	2,823,000.00	(2,790,085.20)	1.17%
Total 44000 · Revenues from Other Agencies	47,630.80	2,837,161.00	(2,789,530.20)	1.68%
45000 · Revenues from Properties				
45100 · Dock Rentals	24,654.00	25,000.00	(346.00)	98.62%
45200 · Parking Permits	1,590.00	1,500.00	90.00	106.0%
45300 · Land/Property Leases				
45301 · T-Mobile Rent	0.00	0.00	0.00	0.0%
45302 · MEWS Rent	0.00	0.00	0.00	0.0%
45303 · USPS Rent	0.00	0.00	0.00	0.0%
45304 · BayVanguard Bank - Rent	0.00	0.00	0.00	0.0%
45305 · Tred Avon Yacht Club	0.00	0.00	0.00	0.0%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
45300 · Land/Property Leases - Other	90,674.73	90,000.00	674.73	100.75%
Total 45300 · Land/Property Leases	90,674.73	90,000.00	674.73	100.75%
45400 · Town House Rental	2,699.97	3,500.00	(800.03)	77.14%
Total 45000 · Revenues from Properties	119,618.70	120,000.00	(381.30)	99.68%
46000 · Miscellaneous Revenues				
46200 · Hanks Christmas Tree Fund	4,302.23	3,200.00	1,102.23	134.45%
46250 · Artist Group	1.37	0.00	1.37	100.0%
46300 · Parks & Recreation	0.00	0.00	0.00	0.0%
46350 · R Gordon Graves Scholarship	600.00	0.00	600.00	100.0%
46400 · Police Fines and Tickets	1,460.00	2,500.00	(1,040.00)	58.4%
46450 · Police Donations	1,100.00	1,100.00	0.00	100.0%
46500 · Reimbursed Appeals Expense	1,500.00	3,000.00	(1,500.00)	50.0%
46700 · Reimbursed Expenses - Other	0.00	0.00	0.00	0.0%
46900 · Misc Revenues - Other	33.62	0.00	33.62	100.0%
46950 · Interest Income	206,068.60	170,000.00	36,068.60	121.22%
46000 · Miscellaneous Revenues - Other	352.29	0.00	352.29	100.0%
Total 46000 · Miscellaneous Revenues	215,418.11	179,800.00	35,618.11	119.81%
47000 · Enterprise Services				
47100 · Water Service				
47110 · Water Service Charge	326,549.93	355,350.00	(28,800.07)	91.9%
47130 · Connection Fees	5,000.00	1,500.00	3,500.00	333.33%
Total 47100 · Water Service	331,549.93	356,850.00	(25,300.07)	92.91%
47500 · Wastewater Services				
47510 · Wastewater Service Charge	517,375.53	524,270.00	(6,894.47)	98.69%
47530 · Connection Fees	2,500.00	1,500.00	1,000.00	166.67%
47550 · BRF O&M Grant	0.00	25,000.00	(25,000.00)	0.0%
Total 47500 · Wastewater Services	519,875.53	550,770.00	(30,894.47)	94.39%
47700 · Stormwater/Shoreline SMSP				
47710 · Real Property Tax SMSP	100,000.00	100,000.00	0.00	100.0%
47720 · Stormwater General Contribution	0.00	0.00	0.00	0.0%
Total 47700 · Stormwater/Shoreline SMSP	100,000.00	100,000.00	0.00	100.0%
47900 · Enterprise Services Other				
47910 · Interest - Water	0.00	0.00	0.00	0.0%
47920 · Interest - Sewer	0.00	0.00	0.00	0.0%
47930 · Plumbing Permits	654.00	1,100.00	(446.00)	59.46%
47940 · Tower Rental	0.00	0.00	0.00	0.0%
Total 47900 · Enterprise Services Other	654.00	1,100.00	(446.00)	59.46%
Total 47000 · Enterprise Services	952,079.46	1,008,720.00	(56,640.54)	94.39%
48000 · Bay Restoration Fund	29,383.73	35,500.00	(6,116.27)	82.77%
73100 · Facade Program	(0.80)	0.00	(0.80)	100.0%
73200 · MEWS	0.00	0.00	0.00	0.0%
74000 · Grant Funds - W/WW/S Upgrades	(178.17)	0.00	(178.17)	100.0%
74200 · DNR - Coastal	0.00	0.00	0.00	0.0%
Total Income	2,745,822.22	5,558,259.85	(2,812,437.63)	49.4%

TOWN OF OXFORD

Profit & Loss Budget vs. Actual

July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Gross Profit	2,745,822.22	5,558,259.85	(2,812,437.63)	49.4%
Expense				
50000 · Legislation				
50100 · Commissioners Salary	9,000.00	9,000.00	0.00	100.0%
50200 · Commissioners Training/Expenses	4,734.11	6,000.00	(1,265.89)	78.9%
50300 · Election Advertising Expenses	752.50	2,000.00	(1,247.50)	37.63%
50400 · Election Salaries	650.00	500.00	150.00	130.0%
Total 50000 · Legislation	15,136.61	17,500.00	(2,363.39)	86.5%
51000 · Financial Administration				
51050 · Accounting & Auditing	60,790.00	40,000.00	20,790.00	151.98%
51100 · Administrative Salaries	170,371.45	197,200.00	(26,828.55)	86.4%
51101 · Advertising				
51150 · General Advertising	1,863.75	1,000.00	863.75	186.38%
51151 · Appeals Board	65.00	1,000.00	(935.00)	6.5%
51152 · Planning Commission	595.00	1,000.00	(405.00)	59.5%
51154 · Port Wardens	210.00	1,000.00	(790.00)	21.0%
Total 51101 · Advertising	2,733.75	4,000.00	(1,266.25)	68.34%
51199 · Bank Fees	167.54	0.00	167.54	100.0%
51200 · Computer Main & Repair	4,050.56	4,000.00	50.56	101.26%
51220 · Communications	4,150.00	3,000.00	1,150.00	138.33%
51250 · Copier Services Main & Supplies	4,880.51	5,500.00	(619.49)	88.74%
51275 · Depreciation Expense	0.00	0.00	0.00	0.0%
51300 · Education and Training	1,842.86	3,000.00	(1,157.14)	61.43%
51350 · Electricity	10,051.40	8,500.00	1,551.40	118.25%
51450 · Legal Fees	71,740.79	65,000.00	6,740.79	110.37%
51451 · Telephone	7,029.93	7,500.00	(470.07)	93.73%
51452 · Internet	1,468.00	1,500.00	(32.00)	97.87%
51453 · Website	0.00	0.00	0.00	0.0%
51500 · Memberships & Dues	4,586.05	5,000.00	(413.95)	91.72%
51550 · Office Supplies & Expenses	12,103.81	6,000.00	6,103.81	201.73%
51600 · Postage	3,878.34	3,200.00	678.34	121.2%
51650 · Planning & Zoning Admin	17,826.55	16,000.00	1,826.55	111.42%
51700 · Miscellaneous - Financial Admin	684.94	2,500.00	(1,815.06)	27.4%
86000 · Administration Capital	81,166.32	140,000.00	(58,833.68)	57.98%
Total 51000 · Financial Administration	459,522.80	511,900.00	(52,377.20)	89.77%
52000 · Government Properties				
52100 · Municipal Bldg Main and Repair				
52110 · Bldg Main and Repair Salaries	4,260.24	4,500.00	(239.76)	94.67%
52100 · Municipal Bldg Main and Repair - Other	14,028.05	18,000.00	(3,971.95)	77.93%
Total 52100 · Municipal Bldg Main and Repair	18,288.29	22,500.00	(4,211.71)	81.28%
52200 · Town Houses Main and Repair				
52220 · Town House Electric #B	276.75	0.00	276.75	100.0%
52200 · Town Houses Main and Repair - Other	23,519.87	5,000.00	18,519.87	470.4%
Total 52200 · Town Houses Main and Repair	23,796.62	5,000.00	18,796.62	475.93%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
52300 · Customs House Main & Repair	941.51	1,500.00	(558.49)	62.77%
52320 · Tilghman Street Property	2,096.08	2,100.00	(3.92)	99.81%
52350 · Post Office	5,489.45	5,500.00	(10.55)	99.81%
52400 · MEWS	(0.30)	5,000.00	(5,000.30)	(0.01%)
83000 · Municipal Building Capital	6,504.21	10,000.00	(3,495.79)	65.04%
83500 · MEWS Capital	0.00	0.00	0.00	0.0%
83600 · Townhouse Capital Improvements	3,040.00	0.00	3,040.00	100.0%
Total 52000 · Government Properties	60,155.86	51,600.00	8,555.86	116.58%
52500 · General Government Other				
52510 · Historic Distric Commission	75.00	100.00	(25.00)	75.0%
52520 · Planning Commission	625.00	2,000.00	(1,375.00)	31.25%
52530 · Port Wardens	157.50	1,000.00	(842.50)	15.75%
52540 · Appeals Board	2,621.00	3,000.00	(379.00)	87.37%
52550 · Nusiance Property Enforcement	175.00	0.00	175.00	100.0%
52555 · Community Center In Kind	40.94	0.00	40.94	100.0%
52560 · Contributions				
52561 · Community Center	15,000.00	15,000.00	0.00	100.0%
52562 · Hanks Christmas Trees	2,329.57	2,400.00	(70.43)	97.07%
52563 · Talbot County Arts Council	2,000.00	2,000.00	0.00	100.0%
52564 · Oxford Day	162.00	1,000.00	(838.00)	16.2%
52565 · Oxford Museum	3,000.00	3,000.00	0.00	100.0%
52566 · Oxford Library	500.00	500.00	0.00	100.0%
52567 · R Gordon Graves	447.00	2,000.00	(1,553.00)	22.35%
52569 · Miscellaneous Contributions	3,500.00	5,000.00	(1,500.00)	70.0%
55520 · Fireworks	15,000.00	15,000.00	0.00	100.0%
Total 52560 · Contributions	41,938.57	45,900.00	(3,961.43)	91.37%
52570 · Oxford Business Association	16,704.03	18,600.00	(1,895.97)	89.81%
52580 · Government Other Miscellaneous	(80.00)			
Total 52500 · General Government Other	62,257.04	70,600.00	(8,342.96)	88.18%
52600 · Government Shared Expenses				
52610 · Insurance - General	41,254.00	41,000.00	254.00	100.62%
52620 · Insurance - Property/Flood	3,186.00	3,500.00	(314.00)	91.03%
52630 · Workmens Comp	15,249.00	18,000.00	(2,751.00)	84.72%
52640 · Unemployment	400.00	320.00	80.00	125.0%
52655 · Employee Benefits				
52656 · Employee Billing Assistance	(30.45)	0.00	(30.45)	100.0%
52655 · Employee Benefits - Other	256,022.49	265,000.00	(8,977.51)	96.61%
Total 52655 · Employee Benefits	255,992.04	265,000.00	(9,007.96)	96.6%
52660 · Payroll Expenses	73,100.73	59,000.00	14,100.73	123.9%
Total 52600 · Government Shared Expenses	389,181.77	386,820.00	2,361.77	100.61%
53000 · Public Safety				
53100 · Police Department				
53150 · Police Salaries	285,288.97	274,000.00	11,288.97	104.12%
51351 · Police Overtime	0.00	0.00	0.00	0.0%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
53175 · Park Patrol	0.00	0.00	0.00	0.0%
53200 · Uniforms & Equipment	30,823.89	23,600.00	7,223.89	130.61%
53201 · Applicant Fees	0.00	0.00	0.00	0.0%
53202 · Armory	0.00	0.00	0.00	0.0%
53225 · Legal Fees	0.00	0.00	0.00	0.0%
53300 · Police Vehicle Repairs	8,321.59	14,000.00	(5,678.41)	59.44%
53301 · Police Vehicle Gas	11,099.18	0.00	11,099.18	100.0%
53400 · Education and Training	4,287.45	3,600.00	687.45	119.1%
53401 · Dues/Associations	0.00	0.00	0.00	0.0%
53500 · Utilities	7,390.43	8,000.00	(609.57)	92.38%
53600 · Office Supplies	3,815.55	5,000.00	(1,184.45)	76.31%
84000 · Police Capital	0.00	7,500.00	(7,500.00)	0.0%
53100 · Police Department - Other	0.00	0.00	0.00	0.0%
Total 53100 · Police Department	351,027.06	335,700.00	15,327.06	104.57%
53700 · Fire Department				
53800 · Grant to Oxford Fire Department	20,000.00	20,000.00	0.00	100.0%
53850 · Fire Services	0.00	0.00	0.00	0.0%
53900 · Workmens Comp Oxford Fire Dept	2,382.00	6,000.00	(3,618.00)	39.7%
Total 53700 · Fire Department	22,382.00	26,000.00	(3,618.00)	86.09%
Total 53000 · Public Safety	373,409.06	361,700.00	11,709.06	103.24%
54000 · Public Works				
54100 · Operational Cost				
54110 · Shop - Salaries	48,680.09	70,000.00	(21,319.91)	69.54%
54130 · Shop - Telephone and Internet	14,918.38	15,000.00	(81.62)	99.46%
54140 · Shop - Uniforms	15,343.47	20,650.00	(5,306.53)	74.3%
54150 · Shop - Utilities	0.00	0.00	0.00	0.0%
54160 · Shop - Main and Repair	3,907.16	4,000.00	(92.84)	97.68%
54165 · Shop - Miscellaneous	4,088.08	4,000.00	88.08	102.2%
54170 · Education and Training	1,136.51	1,000.00	136.51	113.65%
54180 · Vehicle Operations	12,077.21	23,000.00	(10,922.79)	52.51%
54190 · Vehicle Main and Repairs	20,053.02	18,000.00	2,053.02	111.41%
85000 · Public Works Capital	0.00	0.00	0.00	0.0%
Total 54100 · Operational Cost	120,203.92	155,650.00	(35,446.08)	77.23%
54200 · Roads Department				
54210 · Streets - Salaries	29,477.67	35,000.00	(5,522.33)	84.22%
54215 · Stormwater - Main/Repairs	75.00			
54220 · Streets - Main/Repairs	11,308.68	16,000.00	(4,691.32)	70.68%
54230 · Streets - Lighting	46,178.62	45,000.00	1,178.62	102.62%
54240 · Streets - Repaving	0.00	0.00	0.00	0.0%
54250 · Snow Removal	599.70	1,000.00	(400.30)	59.97%
54200 · Roads Department - Other	0.00	0.00	0.00	0.0%
Total 54200 · Roads Department	87,639.67	97,000.00	(9,360.33)	90.35%
54300 · Trash Collection				
54310 · Trash Collection Salaries	25,634.15	35,000.00	(9,365.85)	73.24%

TOWN OF OXFORD

Profit & Loss Budget vs. Actual

July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
54320 · Trash Collection Other Expenses	0.00	0.00	0.00	0.0%
54330 · Trash Pick up - Contractors	77,054.05	80,000.00	(2,945.95)	96.32%
Total 54300 · Trash Collection	102,688.20	115,000.00	(12,311.80)	89.29%
54400 · Miscellaneous Public Works				
54410 · Mosquito Control	1,757.33	2,000.00	(242.67)	87.87%
54420 · Weed and Pest Control	0.00	500.00	(500.00)	0.0%
54430 · Sidewalk Repair	2,575.00	10,000.00	(7,425.00)	25.75%
Total 54400 · Miscellaneous Public Works	4,332.33	12,500.00	(8,167.67)	34.66%
Total 54000 · Public Works	314,864.12	380,150.00	(65,285.88)	82.83%
55000 · Parks and Recreation				
55100 · Parks/Mowing - Salaries	52,703.44	65,000.00	(12,296.56)	81.08%
55200 · Parks/Mowing - Main & Repair	5,054.01	5,000.00	54.01	101.08%
55300 · Parks and Recreation Electric	3,104.21	3,000.00	104.21	103.47%
55400 · Docks/Shoreline - Main & Repair	1,708.83	3,000.00	(1,291.17)	56.96%
55500 · Parks & Recreation Expenses	45,605.27	40,000.00	5,605.27	114.01%
55600 · Parks and Recreation Committee	361.57	500.00	(138.43)	72.31%
87000 · Parks Capital	18,875.00	122,000.00	(103,125.00)	15.47%
87002 · Oyster Trail - Design&Permit	12,860.50	0.00	12,860.50	100.0%
87011 · Grant - MD Parks & Playgrounds	0.00	0.00	0.00	0.0%
87012 · Grant - DNR Improv Waterways	0.00	0.00	0.00	0.0%
55000 · Parks and Recreation - Other	0.00	0.00	0.00	0.0%
Total 55000 · Parks and Recreation	140,272.83	238,500.00	(98,227.17)	58.82%
56000 · Grant Projects				
56115 · USDA Water System Upgrade	49,250.75			
Total 56000 · Grant Projects	49,250.75			
57000 · Enterprise Fund Expenditures				
57100 · Water System Admin Cost				
57110 · Administrative Salaries	54,979.82	45,000.00	9,979.82	122.18%
57120 · Administrative Expenses	1,733.50	5,000.00	(3,266.50)	34.67%
57140 · Depreciation	168,067.73	180,000.00	(11,932.27)	93.37%
57160 · Interest on Debt	3,650.76	2,000.00	1,650.76	182.54%
57100 · Water System Admin Cost - Other	0.00	0.00	0.00	0.0%
Total 57100 · Water System Admin Cost	228,431.81	232,000.00	(3,568.19)	98.46%
57200 · Water System Operations				
57201 · Water - Salaries	70,970.75	55,000.00	15,970.75	129.04%
57210 · Electricity	35,619.74	30,000.00	5,619.74	118.73%
57220 · Utilities	470.79	500.00	(29.21)	94.16%
57225 · Chemicals	4,932.00	3,000.00	1,932.00	164.4%
57230 · Lab Expenses	3,842.41	3,000.00	842.41	128.08%
57240 · Maintenance Contracts	1,917.15	0.00	1,917.15	100.0%
57250 · Materials, Tools and Equipment	246.50	8,000.00	(7,753.50)	3.08%
57260 · Testing Expenses	0.00	750.00	(750.00)	0.0%
57270 · Education and Training	2,011.50	1,500.00	511.50	134.1%
57280 · Maintenance & Repairs	10,778.42	20,000.00	(9,221.58)	53.89%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
57290 · Water Expenses - Other	245.00	0.00	245.00	100.0%
57295 · Water Well #2 Repairs	0.00	0.00	0.00	0.0%
82001 · Water Capital	0.00	0.00	0.00	0.0%
Total 57200 · Water System Operations	131,034.26	121,750.00	9,284.26	107.63%
57500 · Wastewater System Admin Cost				
57510 · Administrative Salaries	55,729.57	50,000.00	5,729.57	111.46%
57520 · Administrative Expenses	944.13	5,000.00	(4,055.87)	18.88%
57535 · Consulting/Legal Fees	12,565.71	8,000.00	4,565.71	157.07%
57540 · Depreciation	480,334.68	480,500.00	(165.32)	99.97%
57560 · Interest on Debt	50,357.15	50,000.00	357.15	100.71%
57500 · Wastewater System Admin Cost - Other	0.00	0.00	0.00	0.0%
Total 57500 · Wastewater System Admin Cost	599,931.24	593,500.00	6,431.24	101.08%
57600 · Wastewater System Operations				
57601 · Wastewater Salaries	61,966.56	60,000.00	1,966.56	103.28%
57610 · Electricity	71,897.52	80,000.00	(8,102.48)	89.87%
57620 · Utilities	1,216.54	5,000.00	(3,783.46)	24.33%
57625 · Chemicals	24,383.60	30,000.00	(5,616.40)	81.28%
57630 · Lab Expenses	10,868.89	10,000.00	868.89	108.69%
57635 · Materials, Tools and Equipment	4,688.54	4,000.00	688.54	117.21%
57640 · Maintenance Contracts	6,925.00	9,000.00	(2,075.00)	76.94%
57670 · Education and Training	825.00	2,000.00	(1,175.00)	41.25%
57680 · Maintenance & Repairs	30,416.07	20,000.00	10,416.07	152.08%
82003 · Wastewater Capital	0.00	0.00	0.00	0.0%
Total 57600 · Wastewater System Operations	213,187.72	220,000.00	(6,812.28)	96.9%
57700 · Stormwater/Shoreline SMSP				
57710 · Stormwater Salaries	73,695.79	55,000.00	18,695.79	133.99%
57715 · Shoreline Salaries	0.00	0.00	0.00	0.0%
57720 · Administrative Salaries	43,378.39	45,000.00	(1,621.61)	96.4%
57725 · Training and Education	301.79	500.00	(198.21)	60.36%
57730 · Stormwater Main & Repair	10,211.16	20,000.00	(9,788.84)	51.06%
57740 · Stormwater Improvements	362.80	0.00	362.80	100.0%
57750 · Shoreline Main & Repair	600.81	0.00	600.81	100.0%
57770 · Stormwater/Shoreline Trash	25,156.28	20,000.00	5,156.28	125.78%
81500 · SMSP Improvement Capital	173,383.97	3,075,000.00	(2,901,616.03)	5.64%
57700 · Stormwater/Shoreline SMSP - Other	0.00	0.00	0.00	0.0%
Total 57700 · Stormwater/Shoreline SMSP	327,090.99	3,215,500.00	(2,888,409.01)	10.17%
Total 57000 · Enterprise Fund Expenditures	1,499,676.02	4,382,750.00	(2,883,073.98)	34.22%
58000 · Bay Restoration				
58100 · Bay Restoration Payment	33,072.59	34,800.00	(1,727.41)	95.04%
Total 58000 · Bay Restoration	33,072.59	34,800.00	(1,727.41)	95.04%
59000 · Bad Debt	4,234.99	0.00	4,234.99	100.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	3,401,034.44	6,436,320.00	(3,035,285.56)	52.84%
Net Ordinary Income	(655,212.22)	(878,060.15)	222,847.93	74.62%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Expense				
90000 · Other Expenses				
90000EF · Transfers	0.00	0.00	0.00	0.0%
90000GF · GF Transfers	(877.76)	0.00	(877.76)	100.0%
90000 · Other Expenses - Other	0.00	0.00	0.00	0.0%
Total 90000 · Other Expenses	(877.76)	0.00	(877.76)	100.0%
Total Other Expense	(877.76)	0.00	(877.76)	100.0%
Net Other Income	877.76	0.00	877.76	100.0%
Net Income	(654,334.46)	(878,060.15)	223,725.69	74.52%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
July 2024 through June 2025

Ordinary Income/Expense	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Income				
41000 · Real Property Tax				
41100 · Real Estate	0.00	0.00	0.00	0.0%
41101 · Real Estate - SMSP Dedicated	0.00	(100,000.00)	100,000.00	0.0%
41124 · Real Property Tax - 2024/2025	1,121,400.56	1,060,475.00	60,925.56	105.75%
41150 · Tax Discount	0.00	(7,500.00)	7,500.00	0.0%
41200 · Interest Paid	42.57	3,250.00	(3,207.43)	1.31%
Total 41000 · Real Property Tax	1,121,443.13	956,225.00	165,218.13	117.28%
42000 · Intergovernmental Revenues				
42100 · Accomodations Tax	0.00	65,000.00	(65,000.00)	0.0%
42200 · Amusement Tax	0.00	200.00	(200.00)	0.0%
42300 · Local Income Tax	1,554.48	300,000.00	(298,445.52)	0.52%
42400 · Highway User Revenue	0.00	85,437.75	(85,437.75)	0.0%
42500 · Traders Licenses	0.00	2,000.00	(2,000.00)	0.0%
42600 · Tax Revenues - Other	0.00	1,000.00	(1,000.00)	0.0%
Total 42000 · Intergovernmental Revenues	1,554.48	453,637.75	(452,083.27)	0.34%
43000 · Licenses and Permits				
43100 · Animal Registration	0.00	0.00	0.00	0.0%
43300 · Building Permits	5,202.08	28,000.00	(22,797.92)	18.58%
43400 · Cable Franchise	0.00	4,770.00	(4,770.00)	0.0%
43450 · Port Warden Permits	350.00	2,000.00	(1,650.00)	17.5%
43455 · Long Term Rental Inspections	50.00	4,000.00	(3,950.00)	1.25%
43460 · Short Term Rental	4,500.00	0.00	4,500.00	100.0%
Total 43000 · Licenses and Permits	10,102.08	38,770.00	(28,667.92)	26.06%
44000 · Revenues from Other Agencies				
44100 · Grant - Critical Areas	0.00	1,000.00	(1,000.00)	0.0%
44200 · Grant - SAPPF Police	0.00	10,913.00	(10,913.00)	0.0%
44205 · Grant - DHCD Mini/Facade	0.00	0.00	0.00	0.0%
44300 · Grant - DNR - Public Access	0.00	526,755.00	(526,755.00)	0.0%
44301 · Grant - MD Parks & Playgrounds	0.00	40,000.00	(40,000.00)	0.0%
44302 · Grant - DNR Improv Waterways	0.00	50,000.00	(50,000.00)	0.0%
44400 · Grant - Misc	0.00	0.00	0.00	0.0%
44500 · Grant - ARPA Funds	0.00	0.00	0.00	0.0%
44600 · Grant - USDA	0.00	0.00	0.00	0.0%
Total 44000 · Revenues from Other Agencies	0.00	628,668.00	(628,668.00)	0.0%
45000 · Revenues from Properties				
45100 · Dock Rentals	23,366.00	25,000.00	(1,634.00)	93.46%
45200 · Parking Permits	220.00	1,500.00	(1,280.00)	14.67%
45300 · Land/Property Leases				
45301 · T-Mobile Rent	8,045.44	24,136.32	(16,090.88)	33.33%
45302 · MEWS Rent	2,000.00	12,000.00	(10,000.00)	16.67%
45303 · USPS Rent	4,749.99	18,999.96	(14,249.97)	25.0%
45304 · BayVanguard Bank - Rent	2,100.00	8,400.00	(6,300.00)	25.0%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
45305 · Tred Avon Yacht Club	0.00	26,463.72	(26,463.72)	0.0%
45300 · Land/Property Leases - Other	0.00	0.00	0.00	0.0%
Total 45300 · Land/Property Leases	16,895.43	90,000.00	(73,104.57)	18.77%
45400 · Town House Rental	400.00	3,500.00	(3,100.00)	11.43%
Total 45000 · Revenues from Properties	40,881.43	120,000.00	(79,118.57)	34.07%
46000 · Miscellaneous Revenues				
46200 · Hanks Christmas Tree Fund	0.48	2,000.00	(1,999.52)	0.02%
46250 · Artist Group	0.23	0.00	0.23	100.0%
46350 · R Gordon Graves Scholarship	0.00	0.00	0.00	0.0%
46400 · Police Fines and Tickets	950.00	2,500.00	(1,550.00)	38.0%
46451 · Police Report	5.00	0.00	5.00	100.0%
46500 · Reimbursed Appeals Expense	0.00	0.00	0.00	0.0%
46700 · Reimbursed Expenses - Other	0.00	0.00	0.00	0.0%
46900 · Misc Revenues - Other	1,231.10	0.00	1,231.10	100.0%
46950 · Interest Income	36,392.54	170,000.00	(133,607.46)	21.41%
Total 46000 · Miscellaneous Revenues	38,579.35	174,500.00	(135,920.65)	22.11%
47000 · Enterprise Services				
47100 · Water Service				
47110 · Water Service Charge	0.00	365,800.00	(365,800.00)	0.0%
47130 · Connection Fees	0.00	1,500.00	(1,500.00)	0.0%
Total 47100 · Water Service	0.00	367,300.00	(367,300.00)	0.0%
47500 · Wastewater Services				
47510 · Wastewater Service Charge	0.00	550,700.00	(550,700.00)	0.0%
47530 · Connection Fees	0.00	1,500.00	(1,500.00)	0.0%
47550 · BRF O&M Grant	30,000.00	25,000.00	5,000.00	120.0%
Total 47500 · Wastewater Services	30,000.00	577,200.00	(547,200.00)	5.2%
47700 · Stormwater/Shoreline SMSP				
47710 · Real Property Tax SMSP	0.00	100,000.00	(100,000.00)	0.0%
47720 · Stormwater General Contribution	0.00	0.00	0.00	0.0%
Total 47700 · Stormwater/Shoreline SMSP	0.00	100,000.00	(100,000.00)	0.0%
47900 · Enterprise Services Other				
47910 · Interest - Water	0.00	0.00	0.00	0.0%
47930 · Plumbing Permits	304.00	1,100.00	(796.00)	27.64%
Total 47900 · Enterprise Services Other	304.00	1,100.00	(796.00)	27.64%
Total 47000 · Enterprise Services	30,304.00	1,045,600.00	(1,015,296.00)	2.9%
48000 · Bay Restoration Fund	0.00	35,500.00	(35,500.00)	0.0%
48150 · Excess Lease Revenue	0.00	0.00	0.00	0.0%
73200 · MEWS	0.00	0.00	0.00	0.0%
Total Income	1,242,864.47	3,452,900.75	(2,210,036.28)	36.0%
Gross Profit	1,242,864.47	3,452,900.75	(2,210,036.28)	36.0%
Expense				
50000 · Legislation				
50100 · Commissioners Salary	2,250.00	9,000.00	(6,750.00)	25.0%
50200 · Commissioners Training/Expenses	384.39	9,000.00	(8,615.61)	4.27%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
 July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
50300 · Election Advertising Expenses	0.00	2,000.00	(2,000.00)	0.0%
50400 · Election Salaries	0.00	500.00	(500.00)	0.0%
Total 50000 · Legislation	2,634.39	20,500.00	(17,865.61)	12.85%
51000 · Financial Administration				
51050 · Accounting & Auditing	0.00	40,000.00	(40,000.00)	0.0%
51100 · Administrative Salaries	50,944.55	200,000.00	(149,055.45)	25.47%
51101 · Advertising				
51150 · General Advertising	103.14	1,000.00	(896.86)	10.31%
51151 · Appeals Board	0.00	1,000.00	(1,000.00)	0.0%
51152 · Planning Commission	0.00	1,000.00	(1,000.00)	0.0%
51153 · Ordinances	315.00	0.00	315.00	100.0%
51154 · Port Wardens	0.00	1,000.00	(1,000.00)	0.0%
Total 51101 · Advertising	418.14	4,000.00	(3,581.86)	10.45%
51199 · Bank Fees	184.10			
51200 · Computer Main & Repair	2,050.00	4,000.00	(1,950.00)	51.25%
51220 · Communications	3,750.00	3,000.00	750.00	125.0%
51250 · Copier Services Main & Supplies	1,337.30	5,500.00	(4,162.70)	24.32%
51300 · Education and Training	0.00	3,000.00	(3,000.00)	0.0%
51350 · Electricity	2,183.88	8,500.00	(6,316.12)	25.69%
51450 · Legal Fees	13,929.00	65,000.00	(51,071.00)	21.43%
51451 · Telephone	1,815.24	7,500.00	(5,684.76)	24.2%
51452 · Internet	369.00	1,500.00	(1,131.00)	24.6%
51500 · Memberships & Dues	1,295.20	5,000.00	(3,704.80)	25.9%
51550 · Office Supplies & Expenses	1,387.61	6,000.00	(4,612.39)	23.13%
51600 · Postage	985.95	3,200.00	(2,214.05)	30.81%
51650 · Planning & Zoning Admin	1,875.53	16,000.00	(14,124.47)	11.72%
51660 · Search Firm - Town Manager	19,020.00	0.00	19,020.00	100.0%
51700 · Miscellaneous - Financial Admin	0.00	2,500.00	(2,500.00)	0.0%
86000 · Administration Capital	0.00	0.00	0.00	0.0%
Total 51000 · Financial Administration	101,545.50	374,700.00	(273,154.50)	27.1%
52000 · Government Properties				
52100 · Municipal Bldg Main and Repair				
52110 · Bldg Main and Repair Salaries	1,252.02	4,500.00	(3,247.98)	27.82%
52100 · Municipal Bldg Main and Repair - Other	9,948.58	25,000.00	(15,051.42)	39.79%
Total 52100 · Municipal Bldg Main and Repair	11,200.60	29,500.00	(18,299.40)	37.97%
52200 · Town Houses Main and Repair				
52220 · Town House Electric #B	618.66	0.00	618.66	100.0%
52200 · Town Houses Main and Repair - Other	3,202.75	5,000.00	(1,797.25)	64.06%
Total 52200 · Town Houses Main and Repair	3,821.41	5,000.00	(1,178.59)	76.43%
52300 · Customs House Main & Repair	116.68	1,500.00	(1,383.32)	7.78%
52320 · Tilghman Street Property	2,210.00	2,100.00	110.00	105.24%
52350 · Post Office	1,139.00	5,500.00	(4,361.00)	20.71%
52400 · MEWS	0.00	5,000.00	(5,000.00)	0.0%
83000 · Municipal Building Capital	0.00	20,000.00	(20,000.00)	0.0%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
 July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Total 52000 · Government Properties	18,487.69	68,600.00	(50,112.31)	26.95%
52500 · General Government Other				
52510 · Historic Distric Commission	0.00	100.00	(100.00)	0.0%
52520 · Planning Commission	0.00	2,000.00	(2,000.00)	0.0%
52530 · Port Wardens	70.00	1,000.00	(930.00)	7.0%
52540 · Appeals Board	0.00	3,000.00	(3,000.00)	0.0%
52556 · DHCD Mini/Facade	0.00	0.00	0.00	0.0%
52560 · Contributions				
52561 · Community Center	0.00	15,000.00	(15,000.00)	0.0%
52562 · Hanks Christmas Trees	0.00	2,500.00	(2,500.00)	0.0%
52563 · Talbot County Arts Council	0.00	2,000.00	(2,000.00)	0.0%
52564 · Oxford Day	0.00	1,000.00	(1,000.00)	0.0%
52565 · Oxford Museum	0.00	3,000.00	(3,000.00)	0.0%
52566 · Oxford Library	0.00	500.00	(500.00)	0.0%
52567 · R Gordon Graves	1,000.00	2,000.00	(1,000.00)	50.0%
52569 · Miscellaneous Contributions	3,500.00	5,000.00	(1,500.00)	70.0%
55520 · Fireworks	0.00	15,000.00	(15,000.00)	0.0%
Total 52560 · Contributions	4,500.00	46,000.00	(41,500.00)	9.78%
52570 · Oxford Business Association	0.00	18,600.00	(18,600.00)	0.0%
52580 · Government Other Miscellaneous	0.00	0.00	0.00	0.0%
Total 52500 · General Government Other	4,570.00	70,700.00	(66,130.00)	6.46%
52600 · Government Shared Expenses				
52610 · Insurance - General	44,621.00	41,000.00	3,621.00	108.83%
52620 · Insurance - Property/Flood	0.00	3,500.00	(3,500.00)	0.0%
52630 · Workmens Comp	14,508.00	18,000.00	(3,492.00)	80.6%
52640 · Unemployment	80.00	320.00	(240.00)	25.0%
52655 · Employee Benefits				
52656 · Employee Billing Assistance	0.00	0.00	0.00	0.0%
52655 · Employee Benefits - Other	25,513.71	275,500.00	(249,986.29)	9.26%
Total 52655 · Employee Benefits	25,513.71	275,500.00	(249,986.29)	9.26%
52660 · Payroll Expenses	22,467.99	80,000.00	(57,532.01)	28.09%
Total 52600 · Government Shared Expenses	107,190.70	418,320.00	(311,129.30)	25.62%
53000 · Public Safety				
53100 · Police Department				
53150 · Police Salaries	80,339.44	346,000.00	(265,660.56)	23.22%
53151 · Police Overtime	0.00	0.00	0.00	0.0%
53175 · Park Patrol	0.00	0.00	0.00	0.0%
53200 · Uniforms & Equipment	4,088.35	7,000.00	(2,911.65)	58.41%
53201 · Applicant Fees	0.00	2,500.00	(2,500.00)	0.0%
53202 · Armory	0.00	4,000.00	(4,000.00)	0.0%
53225 · Legal Fees	0.00	0.00	0.00	0.0%
53300 · Police Vehicle Repairs	816.26	4,000.00	(3,183.74)	20.41%
53301 · Police Vehicle Gas	0.00	6,000.00	(6,000.00)	0.0%
53400 · Education and Training	1,262.07	2,400.00	(1,137.93)	52.59%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
 July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
53401 · Dues/Associations	0.00	2,000.00	(2,000.00)	0.0%
53500 · Utilities	3,439.31	17,300.00	(13,860.69)	19.88%
53600 · Office Supplies	289.55	5,000.00	(4,710.45)	5.79%
84000 · Police Capital	0.00	68,000.00	(68,000.00)	0.0%
53100 · Police Department - Other	0.00	0.00	0.00	0.0%
Total 53100 · Police Department	90,234.98	464,200.00	(373,965.02)	19.44%
53700 · Fire Department				
53800 · Grant to Oxford Fire Department	0.00	20,000.00	(20,000.00)	0.0%
53850 · Fire Services	0.00	10,000.00	(10,000.00)	0.0%
53900 · Workmens Comp Oxford Fire Dept	2,877.00	5,000.00	(2,123.00)	57.54%
Total 53700 · Fire Department	2,877.00	35,000.00	(32,123.00)	8.22%
Total 53000 · Public Safety	93,111.98	499,200.00	(406,088.02)	18.65%
54000 · Public Works				
54100 · Operational Cost				
54110 · Shop - Salaries	16,302.66	60,000.00	(43,697.34)	27.17%
54130 · Shop - Telephone and Internet	3,748.23	15,000.00	(11,251.77)	24.99%
54140 · Shop - Uniforms	0.00	20,650.00	(20,650.00)	0.0%
54150 · Shop - Utilities	0.00	0.00	0.00	0.0%
54160 · Shop - Main and Repair	769.29	4,000.00	(3,230.71)	19.23%
54165 · Shop - Miscellaneous	849.29	4,000.00	(3,150.71)	21.23%
54170 · Education and Training	1,262.07	1,000.00	262.07	126.21%
54180 · Vehicle Operations	3,596.05	23,000.00	(19,403.95)	15.64%
54190 · Vehicle Main and Repairs	627.16	18,000.00	(17,372.84)	3.48%
85000 · Public Works Capital	0.00	55,000.00	(55,000.00)	0.0%
Total 54100 · Operational Cost	27,154.75	200,650.00	(173,495.25)	13.53%
54200 · Roads Department				
54210 · Streets - Salaries	7,188.58	35,000.00	(27,811.42)	20.54%
54220 · Streets - Main/Repairs	675.54	16,000.00	(15,324.46)	4.22%
54230 · Streets - Lighting	11,578.52	45,000.00	(33,421.48)	25.73%
54240 · Streets - Repaving	0.00	30,000.00	(30,000.00)	0.0%
54250 · Snow Removal	0.00	1,000.00	(1,000.00)	0.0%
54200 · Roads Department - Other	0.00	3,100.00	(3,100.00)	0.0%
Total 54200 · Roads Department	19,442.64	130,100.00	(110,657.36)	14.94%
54300 · Trash Collection				
54310 · Trash Collection Salaries	11,336.53	30,000.00	(18,663.47)	37.79%
54330 · Trash Pick up - Contractors	19,384.16	80,000.00	(60,615.84)	24.23%
Total 54300 · Trash Collection	30,720.69	110,000.00	(79,279.31)	27.93%
54400 · Miscellaneous Public Works				
54410 · Mosquito Control	0.00	2,000.00	(2,000.00)	0.0%
54420 · Weed and Pest Control	84.52	500.00	(415.48)	16.9%
54430 · Sidewalk Repair	1,000.00	5,000.00	(4,000.00)	20.0%
54440 · Public Works Other Expenses	399.24	0.00	399.24	100.0%
Total 54400 · Miscellaneous Public Works	1,483.76	7,500.00	(6,016.24)	19.78%
Total 54000 · Public Works	78,801.84	448,250.00	(369,448.16)	17.58%

TOWN OF OXFORD Profit & Loss Budget vs. Actual July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
55000 · Parks and Recreation				
55100 · Parks/Mowing - Salaries	14,049.61	65,000.00	(50,950.39)	21.62%
55200 · Parks/Mowing - Main & Repair	1,426.30	5,000.00	(3,573.70)	28.53%
55300 · Parks and Recreation Electric	968.17	3,000.00	(2,031.83)	32.27%
55400 · Docks/Shoreline - Main & Repair	87.56	3,000.00	(2,912.44)	2.92%
55500 · Parks & Recreation Expenses	13,074.70	40,000.00	(26,925.30)	32.69%
55600 · Parks and Recreation Committee	44.01	500.00	(455.99)	8.8%
87000 · Parks Capital	0.00	0.00	0.00	0.0%
87011 · Grant - MD Parks & Playgrounds	0.00	40,000.00	(40,000.00)	0.0%
87012 · Grant - DNR Improv Waterways	0.00	50,000.00	(50,000.00)	0.0%
Total 55000 · Parks and Recreation	29,650.35	206,500.00	(176,849.65)	14.36%
56000 · Grant Projects				
56115 · USDA Water System Upgrade	43,518.41	0.00	43,518.41	100.0%
56100 · FEMA House Raising	567.38	0.00	567.38	100.0%
56110 · FEMA House Raising - Salaries	0.00	0.00	0.00	0.0%
Total 56000 · Grant Projects	44,085.79	0.00	44,085.79	100.0%
57000 · Enterprise Fund Expenditures				
57100 · Water System Admin Cost				
57110 · Administrative Salaries	3,877.44	45,000.00	(41,122.56)	8.62%
57120 · Administrative Expenses	381.50	3,000.00	(2,618.50)	12.72%
57140 · Depreciation	11,580.53	0.00	11,580.53	100.0%
57160 · Interest on Debt	0.00	2,000.00	(2,000.00)	0.0%
Total 57100 · Water System Admin Cost	15,839.47	50,000.00	(34,160.53)	31.68%
57200 · Water System Operations				
57201 · Water - Salaries	14,850.83	60,000.00	(45,149.17)	24.75%
57210 · Electricity	9,132.45	30,000.00	(20,867.55)	30.44%
57220 · Utilities	120.03	500.00	(379.97)	24.01%
57225 · Chemicals	1,166.00	4,000.00	(2,834.00)	29.15%
57230 · Lab Expenses	773.00	3,000.00	(2,227.00)	25.77%
57250 · Materials, Tools and Equipment	898.44	5,000.00	(4,101.56)	17.97%
57260 · Testing Expenses	0.00	750.00	(750.00)	0.0%
57270 · Education and Training	50.00	1,500.00	(1,450.00)	3.33%
57280 · Maintenance & Repairs	1,069.44	15,000.00	(13,930.56)	7.13%
57290 · Water Expenses - Other	0.00	0.00	0.00	0.0%
57295 · Water Well #2 Repairs	45,719.11	0.00	45,719.11	100.0%
57200 · Water System Operations - Other	46.99	0.00	46.99	100.0%
Total 57200 · Water System Operations	73,826.29	119,750.00	(45,923.71)	61.65%
57500 · Wastewater System Admin Cost				
57510 · Administrative Salaries	3,877.44	45,000.00	(41,122.56)	8.62%
57520 · Administrative Expenses	359.50	5,000.00	(4,640.50)	7.19%
57535 · Consulting/Legal Fees	1,110.00	8,000.00	(6,890.00)	13.88%
57540 · Depreciation	0.00	0.00	0.00	0.0%
57560 · Interest on Debt	1,840.80	48,000.00	(46,159.20)	3.84%
Total 57500 · Wastewater System Admin Cost	7,187.74	106,000.00	(98,812.26)	6.78%

TOWN OF OXFORD
Profit & Loss Budget vs. Actual
 July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
57600 · Wastewater System Operations				
57601 · Wastewater Salaries	17,193.17	60,000.00	(42,806.83)	28.66%
57610 · Electricity	12,832.86	80,000.00	(67,167.14)	16.04%
57620 · Utilities	1,515.50	5,000.00	(3,484.50)	30.31%
57625 · Chemicals	7,884.80	25,000.00	(17,115.20)	31.54%
57630 · Lab Expenses	2,560.95	10,000.00	(7,439.05)	25.61%
57635 · Materials, Tools and Equipment	0.00	4,000.00	(4,000.00)	0.0%
57640 · Maintenance Contracts	6,925.00	9,000.00	(2,075.00)	76.94%
57670 · Education and Training	0.00	2,000.00	(2,000.00)	0.0%
57680 · Maintenance & Repairs	4,492.24	20,000.00	(15,507.76)	22.46%
Total 57600 · Wastewater System Operations	53,404.52	215,000.00	(161,595.48)	24.84%
57700 · Stormwater/Shoreline SMSP				
57710 · Stormwater Salaries	18,054.73	60,000.00	(41,945.27)	30.09%
57715 · Shoreline Salaries	0.00	0.00	0.00	0.0%
57720 · Administrative Salaries	2,355.50	40,000.00	(37,644.50)	5.89%
57725 · Training and Education	0.00	0.00	0.00	0.0%
57730 · Stormwater Main & Repair	6,647.70	20,000.00	(13,352.30)	33.24%
57740 · Stormwater Improvements	224.32	0.00	224.32	100.0%
57750 · Shoreline Main & Repair	0.00	0.00	0.00	0.0%
57770 · Stormwater/Shoreline Trash	5,222.59	20,000.00	(14,777.41)	26.11%
81500 · SMSP Improvement Capital	0.00	824,155.00	(824,155.00)	0.0%
Total 57700 · Stormwater/Shoreline SMSP	32,504.84	964,155.00	(931,650.16)	3.37%
Total 57000 · Enterprise Fund Expenditures	182,762.86	1,454,905.00	(1,272,142.14)	12.56%
58000 · Bay Restoration				
58100 · Bay Restoration Payment	0.00	34,800.00	(34,800.00)	0.0%
Total 58000 · Bay Restoration	0.00	34,800.00	(34,800.00)	0.0%
59000 · Bad Debt	0.00	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	662,841.10	3,596,475.00	(2,933,633.90)	18.43%
Net Ordinary Income	580,023.37	(143,574.25)	723,597.62	(403.99%)
Other Income/Expense				
Other Income				
49000 · Loan Proceeds	0.00	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Other Expense				
90000 · Other Expenses				
90000EF · Transfers	0.00	0.00	0.00	0.0%
90000GF · GF Transfers	0.00	0.00	0.00	0.0%
90000 · Other Expenses - Other	0.00	0.00	0.00	0.0%
Total 90000 · Other Expenses	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	580,023.37	(143,574.25)	723,597.62	(403.99%)

**COMMISSIONERS OF OXFORD
RESOLUTION # 2411**

**A RESOLUTION SETTING THE FEE SCHEDULE FOR THE TOWN OF OXFORD'S
MOORING PROGRAM, REPLACING A PORTION OF RESOLUTION 2212 AND ALL
PREVIOUS FEE SCHEDULES, EFFECTIVE JULY 23, 2024**

WHEREAS, the Town of Oxford Charter (§14) authorizes the Commissioners of Oxford to establish a schedule of fees, charges and expenses and a collection procedure for permits, appeals and applications; and,

WHEREAS, the costs and expenses necessary to administer the moorings placed in Town waters has been analyzed by the Town's administrative staff, the Port Wardens, and the Commissioners of Oxford; and,

WHEREAS, the Commissioners of Oxford realize it is necessary to have established rates for these services and find these rates to be appropriate and fair;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSIONERS OF OXFORD,

Section 1: Effective immediately for the 2024 renewals new and in process applications, the renewal fee for moorings is hereby increased to \$350 for a two (2) year permit, and this amendment will become part of the Town of Oxford's Fee Schedule.

RESOLVED by The Commissioners of Oxford on this _____ day of _____, 2024

COMMISSIONERS OF OXFORD

Norman Bell, President

Thomas Costigan, Commissioner

Katrina Greer, Commissioner

I hereby certify that the foregoing **Resolution No. 2411** of the Town of Oxford was duly adopted pursuant to the applicable provisions of the Charter of the Town of Oxford on this _____ day of _____, 2024.

ATTEST:

Vickie Sharp, Clerk/Treasurer
Town of Oxford

RESOLUTION NO. 2418

A RESOLUTION OF THE COMMISSIONERS OF OXFORD AMENDING THE OXFORD POLICE MANUAL TO CLARIFY THAT OFFICERS WILL BE COMPENSATED FOR TIME SPENT WHILE OFF DUTY APPEARING IN COURT FOR TIME SPENT, OR A MINIMUM OF TWO HOURS, WHICHEVER IS GREATER

WHEREAS, the Commissioners of Oxford previously adopted a Police Department Manual which addresses police operations of the Oxford Police Department, which has been amended from time to time by the Chief of Police;

WHEREAS, the Oxford Police Department Manual requires that a member of the Oxford Police Department who appears in court on his or her off-duty time will be compensated; and

WHEREAS, there are often times when a member of the Oxford Police Department appears in court to find the matter upon which they are appearing has been postponed or cancelled and the Officer is not compensated for the inconvenience; and

WHEREAS, the Chief of Police has recommended that the Commissioners of Oxford amend the Oxford Police Manual to provide that members of the Oxford Police Department who appear in court on behalf of the Town, or in response to exercising duties as a member of the Oxford Police Department, receive compensation for the time spent in court, including travel time, or a minimum of two hours, whichever is greater.

WHEREAS, the Commissioners of Oxford have determined that it is desirable to adopt an amendment to the Oxford Police Manual.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSIONERS OF OXFORD AS FOLLOWS:

Section 1. Policy 322 of the Oxford Police Department Policy Manual, Subsection 322.6 is hereby amended as follows:

322.6 OVERTIME COURT APPEARANCE

When a member appears in court on his/her off-duty time, he/she will be compensated *for the time spent appearing in court, including travel time, or for a minimum of two hours, whichever is greater.*

Section 2. That the revised section 322.6, provided above, is hereby **ADOPTED** and will be incorporated into the Oxford Police Manual.

Section 3. This Resolution shall become effective immediately.

RESOLVED by the Town Commissioners of Oxford on this ___ day of _____, 2024.

COMMISSIONERS FOR THE
TOWN OF OXFORD:

Norman Bell, President

Thomas Costigan, Commissioner

Katrina Greer, Commissioner

I hereby certify that the foregoing Resolution Number **2418** of the Town of Oxford was
duly adopted pursuant to the applicable provisions of the Charter of the Town of Oxford on this
_____ day of _____, 2024.

ATTEST:

Vickie Sharp

BEFORE COMMENTS

RESOLUTION NO. _____

**A RESOLUTION OF THE COMMISSIONERS OF OXFORD TO AMEND
THE RULES FOR CONDUCT AT COMMISSION MEETINGS**

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***PUBLIC PARTICIPATION IN MEETINGS OF THE OXFORD
COMMISSIONERS***

WHEREAS, Section 3C-4 of the Oxford Town Charter provides, “All meeting [meetings] of the Commissioners shall be open to the public, and the rules of the Commissioners shall provide that residents of the Town shall have a reasonable opportunity to be heard at any meeting in regard to any municipal question”; and

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WHEREAS, Section C3-7 of the Charter provides, “The Commission shall determine its own rules and order of business”, and

WHEREAS, historically, the Commission has encouraged the public to attend and observe the proceedings and has provided on the meeting agenda, a time at the end of each meeting of the Commissioners for “public comment”; and

WHEREAS, the public is encouraged to communicate with the Commissioners prior to any meeting by letters and emails any comments and/or questions at any time; and

WHEREAS, in the recent past members of the public have sought to make comments and ask questions during times other than the time designated for public comment at end of the Commissioner’s meeting; and

WHEREAS, allowing random sporadic comments and questions during the time when the Commissioners are conducting the public business is disruptive and prevents the Commissioners from conducting efficient and fair meetings; and

WHEREAS, the Commissioners have determined it appropriate to allow from time to time public comment in connection with specific agenda items specifically designated by the Commissioners; and

WHEREAS, although the photographing and videotaping of meetings is permitted, ~~in the recent past members of the public have photographed or videotaped~~

~~all or portions of meetings and in doing so have become such actions may be a distraction to the general audience.~~

NOW, THEREFORE, the Commissioners of Oxford (the “Commissioners”) hereby adopt the following rule regarding participation by the general public in open meetings of the Oxford Town Commissioners.

At any open meeting on the Commissioners, the general public is invited to attend and observe.

1. The general public may offer testimony during open meetings of the Oxford Town Commissioners as specifically provided by Maryland law or the Town of Oxford Charter.
2. ~~From time to time~~ The Commissioners of Oxford ~~shall~~ may expressly invite public ~~testimony, questions, and comments~~ or other form of public participation during specifically designated before a vote taken on an agenda items. The subject matter of all such testimony shall be limited to the specified agenda item. The presiding officer shall determine the amount of time to be allotted to such testimony.
3. At the conclusion of the business session of each meeting of the Oxford Town Commissioners, the agenda shall provide a time during which members of the general public may make comments or ask questions on any matters related to the Town. It shall be designated -as “Public Comment”. Any testimony, comments or questions shall comply with the following:
 - a. Persons wanting to make comment or ask a question must raise their hand and be recognized prior to speaking.
 - a.b. _____ The individual wishing to make a comment or present a question shall utilize the microphone and identify him or herself by name ~~and address;~~
 - b.c. _____ Direct all comments and questions to the Commissioners; and
 - e.d. _____ Limit comments/questions to three minutes
4. The Commissioners or appropriate staff may respond to public comments or answer questions during the session. In the event an answer cannot be provided during the meeting, one or more of the Commissioners or appropriate staff will provide answers to any questions put forth as soon as practicable after the close of the meeting. The ~~form of the answer~~ shall may

be in written form (letter or email) and attached to the minutes of the meeting, or the question may be responded to orally at the next meeting.

5. All meeting participants must act in a courteous and civil manner. Defamatory comments, profanity and obscenity will not be tolerated.
6. The Commissioners will make every reasonable effort to post on the Town website the meeting agenda by the close of business on the Thursday prior to each regular Oxford Commissioners meeting. The public is encouraged to file written comments to the Commissioners. This early posting will provide time for interested parties to file written comments and questions regarding items on the agenda. Items on the agenda may be added or deleted to the agenda by the Commissioners without regard to this provision.

~~7. A member of the public, including any representative of the news media, may record discussions of the Oxford Town Commissioners at an open session by means of a tape recorder or any other recording device if the device does not create an excessive noise that disturbs members of the Oxford Town Commissioners or other person attending the session.~~

~~8.7.~~ A member of the public, including any representative of the news media, may photograph, record, or videotape the proceedings of the Oxford Town Commissioners at any open session if the camera

- a. is operated without excessively bright artificial light that disturbs ~~members of the Oxford Town~~ Commissioners or other persons attending the session,
- b. does not create an excessive noise that disturbs ~~members of the Oxford Town~~ Commissioners or other persons attending the session, and
- c. and does not block in whole or in part the view of any persons attending the session or the official recording of the session.

~~9.8.~~ The President of the Oxford Town Commissioners may (1) restrict the movement of a person who is using a recording device or camera if such restriction is necessary to maintain the orderly conduct of the session, and (2) may designate a specific area within the meeting room within which all photography and videotaping equipment shall be operated.

9. A recording of an open session made by a member of the public, or any transcript derived from such recording, shall not be deemed a part of the record or any proceeding of the Oxford Town Commissioners.

10. Enforcement of these guidelines is the responsibility of the Commission President.



Commissioners of Oxford

We appreciate your interest in employment with the Town of Oxford (the "Town") and assure you that we are interested in your qualifications. The information requested in this application will aid us in evaluating your qualifications. Qualified applicants are considered without regard to race, color, religion, sex, national origin, age, marital or veteran status, sexual orientation, or presence of a medical condition or handicap.

1. Name (Last, First, Middle)		5. Position you are applying for					
Address: Number & Street		6. Date of Application					
City, State, & Zip Code		7. Date available to work					
2. Email Address		8. Lowest pay you will accept					
3. Cell Phone: (Include Area Code)		9. Are you legally authorized to accept work and remain in the United States?					
4. Home Phone: (Include Area Code)		<input type="checkbox"/> Yes <input type="checkbox"/> No (Proof of identity and authorization will be required upon employment)					
10. Are you currently 18 years or older? If not, state your age:		<input type="checkbox"/> Yes <input type="checkbox"/> No					
11. Licenses:							
Do you have a valid Driver's License?		<input type="checkbox"/> Yes <input type="checkbox"/> No					
Driver License #	State:	Expiration Date:					
Type of License:	<input type="checkbox"/> Commercial <input type="checkbox"/> Non Commercial	Class:					
List all other professional licenses, registrations, and certificates:							
Type:	Number:	Expiration Date:					
Type:	Number:	Expiration Date:					
12. List all machines or equipment, including office equipment, you can operate skillfully.							
13. List all additional qualifications & skills:							
14. EDUCATION AND TRAINING CHECK HIGHEST GRADE COMPLETED							
GRADE SCHOOL		HIGH SCHOOL		COLLEGE		GRADUATE SCHOOL	
1 2 3 4 5 6 7 8		1 2 3 4		1 2 3 4		1 2 3 4	
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
High School Name				College Name			
City				City			
State				State			
Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No				Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Or				Degree(s)			
Do you have a G.E.D. or equivalent?				Major _____ Minor _____			
<input type="checkbox"/> Yes <input type="checkbox"/> No				Hrs. Completed _____			
In this space, list additional training and education completed.							
15. References. List three persons who are not related to you and who have knowledge of your qualifications. Do not repeat supervisors listed under Experience Item 16.							
Name		Address				Phone	

16. Experience. Starting with your current or most recent job, list all positions you have held in the last ten years. If you consider it appropriate to this application, you may include as an addendum, positions held earlier than ten years ago. Be concise, but do not omit information, which may be relevant to the position for which you are applying. If you need additional blocks, use blank sheets.

A. Dates of Employment From: _____ To: _____ Job Title _____ Number of Persons Supervised _____

Hrs. Per Week _____ Name of Supervisor _____ Area Code and Phone _____

Name and Address of Business or Employer: _____

Reason for Leaving: _____

May we contact this employer? _____ If not, why not? _____

Description of duties: _____

B. Dates of Employment From: _____ To: _____ Job Title _____ Number of Persons Supervised _____

Hrs. Per Week _____ Name of Supervisor _____ Area Code and Phone _____

Name and Address of Business or Employer: _____

Reason for Leaving: _____

May we contact this employer? _____ If not, why not? _____

Description of duties: _____

C. Dates of Employment From: _____ To: _____ Job Title _____ Number of Persons Supervised _____

Hrs. Per Week _____ Name of Supervisor _____ Area Code and Phone _____

Name and Address of Business or Employer: _____

Reason for Leaving: _____

May we contact this employer? _____ If not, why not? _____

Description of duties: _____

D. Dates of Employment From: _____ To: _____ Job Title _____ Number of Persons Supervised _____

Hrs. Per Week _____ Name of Supervisor _____ Area Code and Phone _____

Name and Address of Business or Employer: _____

Reason for Leaving: _____

May we contact this employer? _____ If not, why not? _____

Description of duties: _____

17. Military Service Yes No Branch of Service _____
 Serial or Service No. _____ Dates of Service From: _____ To: _____
 Did your military service have any relationship to the position for which you have applied? _____
 If yes, please explain _____

18. Are you related by blood or marriage to any Town employee(s)?
 Yes No If yes, complete the following:

Name	Department	Relation

19. Have you been employed with us before? Yes No

If Yes, answer questions below:

A. Dates of Employment From: _____ To: _____ B. Position Held _____

C. Reason for leaving: _____

20. Are you able to perform **all** of the duties and meet **all** of the requirements as listed in the job ad for the job which you are applying (listed in section 5) with or without accommodations?

Yes No

PLEASE READ CAREFULLY

- a. Under Maryland law an employer may not require or demand any applicant for employment or prospective employment or any employee to submit to or take a polygraph, lie detector or similar test or examination as a condition of employment or continued employment, except law enforcement officers or any employee of any law enforcement agency of the State of Maryland, or any county incorporated city or town, or other municipal corporation. Any employer who violates this provision is guilty of a misdemeanor and subject to a fine not to exceed \$100.
- b. In submitting this application for employment, I authorize investigation of all statements contained therein. I hereby authorize the Town to make any contacts considered necessary to my employment, such as previous employers, criminal or credit bureau records. I authorize any person or organization whose name I have given as a character reference or by whom I have been previously employed and any educational institution which I have stated I attended to furnish the Town any information they may have concerning me. I hereby release all such persons, organizations, and institutions from any claims for damages or otherwise by reason of furnishing such information and records. It is understood and agreed that any misrepresentations or omissions by me in this application will be sufficient cause for cancellation of the application or the separation from the Town employment.
- c. I understand that as a condition of employment, I may be required to undergo and successfully pass a screening for substance abuse. I also understand and agree that, if employed, I may be required to submit to an alcohol or substance abuse screening as required by law and Town Policies and Procedures. I hereby consent to having the results of any such alcohol or substance abuse screening I may be required to undergo disclosed to the Town. I understand that this application is the property of the Town and will be part of my personnel file if I am accepted for employment. Driving record checks may be required of an applicant or employee who may be required to operate a Town or personal vehicle on Town business. This will also depend on the nature of the position and the insurance company's requirements. I hereby authorize the Town to obtain a complete driving history.
- d. Any applicant who is selected for employment by Town must, as a condition of employment and before any offer of employment can be considered final, complete United States Department of Justice Immigration and Naturalization Service Form I-9 and provide acceptable documents that establish both identity and employment authorization as defined by Federal Regulation. The foregoing must be accomplished before employment and failure to do so will cancel any offer of employment with the Town. The proposed employee has 5 working days within which to comply with these requirements.

Acknowledged and Understood:

Signature

Date

Town of Oxford

P.O. Box 339
101 Market St. Oxford, MD 21654
(410)226-5122
www.oxfordmd.net



<https://oxfordmd.net/employment-opportunities/>

Employment Application *(Please Print)*

Applicants for all positions are considered without regard to race, color, religion, sex, gender identity, sexual orientation, pregnancy, marital or familial status, national origin, age, disability, military service, or other non-merit-based factors in accordance with applicable laws.

Date of Application: ____/____/____

Position Applied For: _____

Referral Source: Recruiting Team Former/Current Employee College Sources
 Town's Website Advertisement/Print or Online Walk-In
 State Job Service Where: _____

Name: _____
Last First Middle

Address: _____
Number Street City State Zip Code

Home Phone: () ____ - ____ Cell Phone: () ____ - ____ Email: _____

Are you at least 18 years of age? Yes No

Have you ever been employed by the Town of Oxford before? Yes, Date ____/____/____ No

Are you employed now? Yes No May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of visa or immigration status?
 Yes No *(Proof of citizenship, permanent resident status, or immigration status entitling you to engage in employment in the U.S. will be required prior to employment.)*

The date you are available for work. ____/____/____

Available to work: Full Time Part Time Seasonal/Temporary All

Are you on a lay-off and subject to recall? Yes No

Equal Employment Opportunity/ Affirmative Action Employer

Employment Experience

Start with your present job or last job. Include military service assignments and volunteer activities.

1	Employer	Dates Employed: From: To: Describe work Performed: _____ _____ _____
	Address	
	Job Title	
	Supervisor	
	Reason for Leaving	
2	Employer	Dates Employed: From: To: Describe work Performed: _____ _____ _____
	Address	
	Job Title	
	Supervisor	
	Reason for Leaving	
3	Employer	Dates Employed: From: To: _ _ _ Describe work Performed: _____ _____ _____
	Address	
	Job Title	
	Supervisor	
	Reason for Leaving	

If you need additional space, please continue on a separate sheet of paper.

Special Skills and Qualifications

Summarize your special skills, qualifications or other experiences:

Education

School Name	High School	College/University	Graduate/Professional
	Years Completed: (Circle)	9 10 11 12	1 2 3 4
Diploma/Degree			
Describe Course of Study			
Describe Specialized training, apprenticeship, skills and extra-curricular activities:			

Honors Received: _____

Please provide any additional information you feel may be helpful to the evaluation of your application

Please list professional, trade, business and civic activities and offices held.
 (You may exclude those which indicate race, color, religion, sex or national origin):

Please provide name, address and telephone number of three employer, co-workers or other professional references who are familiar with your capabilities.

Veteran of the U.S. Military Service? Yes No If yes, Branch _____

Have you ever been convicted of fraud, theft, or embezzlement? __ Yes __ No

If yes, please explain:

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not a contract of employment.

If offered employment, I further understand that I may be required to pass a job-related physical examination, criminal or credit history background investigation.

UNDER MARYLAND LAW AN EMPLOYER MAY NOT REQUIRE OR DEMAND, AS A CONDITION OF EMPLOYMENT, PROSPECTIVE EMPLOYMENT, OR CONTINUED EMPLOYMENT, THAT AN INDIVIDUAL SUBMIT TO OR TAKE A LIE DETECTOR OR SIMILAR TEST. AN EMPLOYER WHO VIOLATES THIS LAW IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT TO EXCEED \$100.00.

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I hereby acknowledge that I have read and fully understand the above.

Signature of Applicant _____ Date _____

Town of Oxford

P.O. Box 339
101 Market St. Oxford, MD 21654

(410)226-5122

www.oxfordmd.net

<https://oxfordmd.net/employment-opportunities/>



Employment Application *(Please Print)*

Applicants for all positions are considered without regard to race, color, religion, sex, gender identity, sexual orientation, pregnancy, marital or familial status, national origin, age, disability, military service, or other non-merit-based factors in accordance with applicable laws.

Date of Application: ____/____/____

Position Applied For: _____

Referral Source: Recruiting Team Former/Current Employee College Sources
 Town's Website Advertisement/Print or Online Walk-In
 State Job Service Where: _____

Name: _____
Last First Middle

Address: _____
Number Street City State Zip Code

Home Phone: () ____ - ____ Cell Phone: () ____ - ____ Email: _____

Are you at least 18 years of age? Yes No

Have you ever been employed by the Town of Oxford before? Yes, Date ____/____/____ No

Are you employed now? Yes No May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of visa or immigration status?
 Yes No *(Proof of citizenship, permanent resident status, or immigration status entitling you to engage in employment in the U.S. will be required prior to employment.)*

The date you are available for work. ____/____/____

Available to work: Full Time Part Time Seasonal/Temporary All

Are you on a lay-off and subject to recall? Yes No

Equal Employment Opportunity/ Affirmative Action Employer

Employment Experience

Start with your present job or last job. Include military service assignments and volunteer activities.

1	Employer	Dates Employed: From: To: Describe work Performed: _____ _____ _____
	Address	
	Job Title	
	Supervisor	
	Reason for Leaving	
2	Employer	Dates Employed: From: To: Describe work Performed: _____ _____ _____
	Address	
	Job Title	
	Supervisor	
	Reason for Leaving	
3	Employer	Dates Employed: From: To: _ _ _ Describe work Performed: _____ _____ _____
	Address	
	Job Title	
	Supervisor	
	Reason for Leaving	

If you need additional space, please continue on a separate sheet of paper.

Special Skills and Qualifications

Summarize your special skills, qualifications or other experiences:

Education

School Name	High School	College/University	Graduate/Professional
	Years Completed: (Circle)	9 10 11 12	1 2 3 4
Diploma/Degree			
Describe Course of Study			
Describe Specialized training, apprenticeship, skills and extra-curricular activities:			

Honors Received: _____

Please provide any additional information you feel may be helpful to the evaluation of your application

Please list professional, trade, business and civic activities and offices held.
 (You may exclude those which indicate race, color, religion, sex or national origin):

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Meeting minutes approved

By Commissioner Greer on August 13, 2024

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
July 9, 2024

The Commissioners Meeting was held at the Oxford Community Center on Tuesday, July 9, 2024. Meeting was called to order and the meeting opened with the Pledge of Allegiance.

PRESENT

Attending the meeting were Commissioner Tom Costigan, Pres, Commissioner Katrina Greer, Chief Chris Phillips, Town Planner Marilyn Williams, Clerk/Treasurer Vickie Sharp, Attorney Lyndsey Ryan and Public Works Supervisor Matt Ozman. Approximately 102 people were in attendance and along with individuals attending virtually.

OATH

Kathi Duvall, Circuit Court Clerk for Talbot County gave oath of office to incoming Commissioner Norman Bell. Commissioner Bell joined the rest of the Commissioners at the table.

COMMISSIONER AND STAFF COMMENTS

Commissioner Greer moved to amend the agenda by removing four items from the Town Planner's report, leaving only the mosquito spraying and house elevation grant. Commissioners Costigan seconded the motion, all were in favor, and the motion carried.

Clerk/Treasurer instructed the Commissioners that they needed to vote for a President, Commissioner Costigan nominated Norman Bell. Commissioner Greer nominated herself. Commissioner Bell nominated himself. With a 2-1 vote, Commissioner Bell has been appointed as President.

Commissioner Bell requested a moment of silence in memory of Sally Fronk, who passed away on July 3rd.

APPROVAL OF MINUTES

Commissioner Costigan motioned to approve the minutes of Jul 2, 2024 as distributed, Commissioner Greer seconded the motion, all were in favor, and the motion carried.

ANNOUNCEMENT

The Oxford Commissioners held a special meeting on Thursday, June 27, 2024 at 9:00 am in closed session to discuss personnel matters and obtain legal advice.

PUBLIC WORKS REPORT

Public Works Supervisor Matt Ozman presented the public works report. Public Works had three employees on during the fireworks on July 5th. We helped with traffic control setup, breakdown, and doing trash afterwards. Thank you to the police department for assisting with everything. Bioswale restoration on Market Street has been completed. Hills Electric has been able to work on the control panel for well number two. New 25-mile-an-hour speed signs have been installed on South Morris between Pope's Tavern and West Pier Street. There are still six more to put up. A new stop bar has been installed at the intersection of Caroline Street and Tred-Avon. The new water fountain has arrived for the tennis courts. We will be installing that tomorrow.

POLICE REPORT

Chief Phillips announced the promotion of PFC Bobbick to Sergeant. Presented Sargeant Bobbick with a certificate. Chief Phillips reviewed the Stat reports for the Town of Oxford and the Talbot County

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Sheriff's Department. On July 5th there several police agencies helping with traffic during the fireworks. The Oxford Citizens Police Academy will be starting on Tuesday, September 3, 2024 at 5:00 pm. It will continue the first Tuesday of every month until December. Request for modification to the capital budget for FY25. Looking to purchase 2 used police from the Town of Greensboro. This purchase will be less then the cost of 1 new vehicle. The saving would be around \$30,000 to \$40,000, would like to use the savings for overtime cost, currently there is no funds for overtime. Commissioner Greer moved to amend the police capital budget for the amount proposed with input from the Commissioners. Commissioner Costigan seconded the motion, all were in favor, and the motion carried.

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NEW BUSINESS

Commissioner Costigan stated this has been a difficult and frustrating period for our town and its leadership. Since the retirement of our previous town manager, Commissioner Greer, former Commissioner Delane-Botkin and I have worked diligently to find a suitable replacement. Through multiple in-person interviews, we thought we had secured the services of the best candidate possible using the information we had available. I'm disappointed to admit that we were wrong. I'm someone who believes that you learn from your mistakes, but it does little good to dwell on them. With that in mind, we must move forward and work to create the best, most efficient town government that will meet the needs of our citizenry. Vickie Sharp, Marilyn Williams, and Lisa Willoughby will keep our town running and be sure the services which Oxford citizens expect will continue to be delivered. Chris Phillips and our police department are well-equipped to help keep us safe. Matt Ozman, Michael Bell, and our public works team will make sure our 341-year-old town continues to shine in its proud tradition. Having strong, competent staff gives us something precious. It gives us time. Time to do things right. It gives us time to reflect, evaluate what sort of government structure and the personnel best suit our town's needs. Most importantly, it gives us time to develop and execute a plan that should lead to a successful outcome. It is crucial that we do not rush this process. Once developed, we can take that plan to a professional search firm that we will have selected with the expectation that they will bring to us a large pool of carefully vetted potential candidates. This process is going to take some time, but that's okay since speed is not the goal here. Let's ensure that ultimately, we create the most appropriate and efficient town government that meets Oxford's needs today and in the future. Commissioner Greer moved to make a resolution to have professional search firm, that specializes in local government conduct the search for a Town Manager. Commissioner Costigan seconded the motion.

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on the budget and expenses. I advocated for better cash management. There are many expenses that need to be better managed or put out for bid. Vickie, Matt and Chris are firmly behind these cost-cutting measures. I have also recently taken the FEMA course on grants management, covering 2 CRF Part 200. Norm, as president, should take all of the commissions and public works. He has experience as a member of the Planning Commission. Tom has a close working relationship with the police department and is knowledgeable about emergency planning. Each of us will take an area to supervise and inform each other diligently of important information. Commissioner Costigan is concerned with the finance and stated it is generally the commissioner President. Commissioner Greer stated, there is nothing in the charter that says that the president has any more powers than any of the other commissioners. Town Attorney Ryan confirmed that the commission President is a dual signer, but as far as operation or regulation, they wouldn't have any additional authority. Commissioner Bell stated he wanted to think a little longer regarding the split of duties.

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No updates

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We have been contacted by the state that does our mosquito spraying, that there are four citizens who have opted to be exempt from mosquito spraying. With this exemption the state creates a 300 foot buffer around that particular property. Residences around the property within that 300 foot buffer will not be sprayed. This affects approximately 76 parcels. The Commissioner President can write a letter to the Secretary of the Department of Agriculture and have all affected homeowners who want to have their property sprayed amend the buffer to being only the exempted parcels property lines. All you have to do is stop by the Town Office and sign the signature page of the letter.

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PUBLIC COMMENT

Sayre Mathew spoke about the need to be notified about the chemicals being used for mosquito spraying and expressed her agreement with the need to pivot to a search firm for the hiring of a Town Manager. Lelde Schmitz expressed extreme concern for the butchering of the trees by the tree company hired by Delmarva Power and what can be done to prevent them from removing large branches and leaving the trees lopsided. Jane McCarthy and Mary Novak both expressed concern about the mosquito spraying being toxic. Peter Clancy asked when was a plastic bag ordinance expected and he was told at the next meeting. Jan Greenhawk asked who did the background search and what firm was used. Scott Renseberger asked if the information he shared with the Town Manager was known to the Commissioners. He was told it was not known. Jan Greenhawk asked who did the background search and what firm was used. She was told that the "Town Office posted on Indeed, conducted the search and did the background check". Eva Dietz requested a meeting with Talbot Thrive and the town to discuss the MDOT Bike Trail that would take part of the Causeway Park. This is creating more impervious surface and would prevent the town from returning the park to marsh and using the park as a bio-retention area for tide/flood mitigation. Dr. Dietz asked if this project had been discussed with the public, vetted by the town, met the criteria of our Stormwater Management Plan, or our 2100 Vision. Last she looked the 2100 vision plan and it has the park returning to water. Ms. Dietz would like this discussed at a meeting. John Fairhall expressed concern over the rooftop bar and event space permit for Doc's Sunset Grille. Neighbors were already dealing with parked cars on street, bottles and trash. Could the parking situation be worked on by Planning and the Commission? Walter Patton asked if there could be community input to the search for a new Manager. Berkley Cone also asked about community input to the search process. Joe Kenny expressed concern that water meters were not working and that it impacted all of the people who had working meters. Jane McCarthy asked about the cost of the new water meters.

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Lelde Schmitz (200 E. Strand) expressed extreme concern for the butchering of the trees by the tree company hired by Delmarva Power and what can be done to prevent them from removing large

branches and leaving the trees lopsided. This should not be tolerated and the Commissioners should figure out what to do about it.

Jane McCarthy (310 North Morris) expressed concern that permethrin was being sprayed and that it was not safe. Mary Novak both expressed concern about the mosquito spraying being toxic and the wish to have choice.

Peter Clancy (106 Myrtle) asked when was a plastic bag ordinance expected and he was told at the next meeting. Tom Costigan answered that has been pushed off till the next meeting.

Town resident Jan Greenhawk (100 Willows) asked for the Town Manager, was a criminal background check completed? Who did it? if a criminal background check was done on Mr. Michael Calvert, the newly selected replacement Town Manager, selected by Cheryl Lewis. Town attorney Lyndsey Ryan stated the Town Office put together the advertisement, sent it to Indeed, received the applications, and that the background check was done through an online firm by the Town Manager (Cheryl Lewis).

Town resident Jan Greenhawk (100 Willows) about ADA access to the Strand Beach as part of the Strand Grant project. Town attorney Lyndsey Ryan said that the design DNR documents do have a wooden path that goes to the Strand. Commissioner Costigan stated that they (Underwood Associates) are not finished yet and "hopefully [that] will be a piece of it". Commissioner Greer stated that the Memorandum of Understanding (MOU) from Maryland Department of Environment (MDE) required that there be a 131' ADA ramp at the beach and a 70' ramp at Lover's Lane, and that it is part of the permitting. She stated that the Town/Commissioners are trying to figure out if Underwood has been paid but are not contractually finished with the project.

Town resident Scott Renseberger (102 Stewart) asked: "I'm just curious, am I the one who told you guys he [Mr. Michael Calvert] has a criminal past? Is that how you found out?" Commissioner Greer stated that "we [collectively] did not know about it [Mr. Calvert's criminal past]."

Eva Dietz (104 Bayview) requested a meeting with Talbot Thrive and the town to discuss the MDOT Bike Trail that would take part of the Causeway Park. This is creating more impervious surface and would prevent the town from returning the park to marsh and using the park as a bio-retention area for tide/flood mitigation. Dr. Dietz asked if this project had been discussed with the public, vetted by the town, met the criteria of our Stormwater Management Plan, or our 2100 Vision. Last she looked the 2100 vision plan and it has the park returning to water. Ms. Dietz would like this discussed at a meeting.

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Jane McCarthy (310 N. Morris) asked about the cost of the new water meters. Greer stated that it was about \$390,000 for 565 water meters including 15 bigger commercial ones. They are 17 years old and need to be replaced.

Respectfully submitted, Vickie Sharp, Clerk/Treasurer

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From: oxfordplanner@goeaston.net
Sent: Wednesday, October 2, 2024 5:26 PM
To: 'NORMAN BELL'; tcostigan@goeaston.net; 'Katrina Greer';
oxfordclerktreasurer@goeaston.net
Subject: Notes From Meeting With Underwood and Assoc.

Norm and I had a virtual meeting with Underwood and Associates to discuss some concerns and questions I had, and to get an update on The Strand project. Here are the key points of our discussion:

- Stormwater Management Plan – My concern is that I did not find a stormwater management plan showing calculations to prove the bio-retention ponds would be sufficient to manage the run-off created by raising the road and parking lot, as well as the private lot. Also proof that the project would not adversely affect surrounding properties. Their answer was that a full stormwater management plan was not part of the Scope of Work. They said this is a voluntary restoration effort and these types of projects do not require stormwater management plans. DNR is the regulatory agency for stormwater management and they are a partner in The Strand project, in fact, their logo is part of the title block on the final drawings. I asked if there is any written record of relief from stormwater management requirements and the answer was no – the permits are the relief and they do not require said plans. I did review the permits and the only mention of a stormwater management plan was found in the Critical Areas permit which says, "Local approval of the stormwater management plan and sediment and erosion control plan is pending", but it did not require approval of a s/w plan.

With that said, Underwood said that they are planning to install a swale in front of the condominiums to ensure that water travels to the bio-retention pond from the road, rather than onto the Condo property. **Recommendation:** I remain concerned that the next two phases of this project have not been evaluated for stormwater management and I know that citizens in this area are concerned, too. I think it would be prudent for the Town to hire an engineer to consider this matter and ensure that the homes along The Strand that could be affected by the elevated road and parking lot will not be adversely impacted. It is a shame that it was not done at the onset of the plans, but it is not Underwood's fault that it was not included in the Scope of Work.

- Town Creek New Shoreline – The concern is that the new shoreline, as planned, will adversely affect one or two boat slips. Underwood will modify the drawing and change the shoreline. The Town should then have Tom Campbell take a look at it to ensure adequate room for boat maneuvering. Reducing the shoreline should not require any re-permitting, as you can reduce, but not enlarge what has already been approved.

- Sommerlatte – As the contractor performing the work, it seemed reasonable to expect them to file the Letter of Map Amendment (LOMR) with FEMA since the fill on the Sommerlatte's property will take it out of the regulated floodplain. Underwood said that it was not in their Scope of Work and they have an e-mail from Cheryl saying that the owner would take care of filing this paperwork.
- Change in Wave Action – When adding fill to a V Zone, I am used to there being an analysis of how the fill will change wave action during a flooding event. FEMA usually wants to see a Coastal Analysis. However, once again, this was not in the Scope of Work. Underwood pointed out that the Army Corp of Engineers did not require a Coastal Analysis, which is true, and the Army Corp permit does not mention a Coastal Analysis. Doesn't mean it shouldn't have been done, just means it wasn't required.
- Plantings – Underwood emphasized that this project is "still a baby" and that they do not plant all the required plants as soon as the shoreline is completed, because they need seasons to pass to gauge the stability of the shoreline and to let it stabilize. The success rate of what has been planted is very good. They will plant many more plants in the Spring after the Winter has passed.
- Timeframe For Next Phases – I asked them to move their work up to March from May, because May is getting into the tourist season. As long as everything is finalized by 12/31, they can move the work up to March. By being "finalized", it would mean having all the funding in place; and if there are any changes to be made from a stormwater management review, having all design completed.

IMPORTANT NOTE: The permits that were issued were based on the plans that were submitted with the permit applications. Any proposed changes, such as removing the woody material from the islands, modifying any plans for a stormwater management component, etc. MAY require a revised permit, which could take months for MDE, DNR or the Army Corp to produce. I am currently trying to get a decision from MDE as to whether removing the wood will require a revised permit, because the use of the wood was listed in their permit. So, as you move forward with this project, make sure that you consider this fact. If you choose to have a stormwater management review and an engineer wants to make a lot of changes to the plans, know that revised permits may be needed. As-builts have to be filed with each of the agencies as part of the permit conditions, so you will want to keep it clean.

One take away from our meeting was that Underwood and Associates has not underperformed nor have they tried to get over on the Town as some of the citizens have claimed. Vickie reviewed the contracts with Underwood and confirmed that they were never required to do a stormwater management plan. We can all wish that things were done a little differently, but they weren't. I hope this information helps going forward.

Marilyn B. Williams, CFM

Planner

Town of Oxford

Past Contribution
\$3,000⁰⁰



We appreciate
you!

Barbara

September 30, 2024

Dear Friends of The Oxford Museum:

The Oxford Museum asks for your financial support to fund the costs of "preserving historical material and artifacts and disseminating knowledge relating to the culture and history of Oxford."

Yes, it's that time of year when we hear from so many of our favorite organizations for their annual fund appeal. Like all of these important institutions, the Museum also depends on your generous contributions to our Annual Fund and your Membership Fees to cover our annual operating costs. It's just that simple.

This past spring, we celebrated 60 years with "Oxford 1964: The Times They Were A-Changin'," which brought back nostalgia so many of us recalled. Our second summer exhibit currently on display until the end of October, "Sixty Years of Science," is a wonderful tribute to the history of the Cooperative Oxford Lab, as they, too, are celebrating their 60th year in Oxford.

We ask you to join us in our efforts to maintain and expand our collections, our events and programs, and our outreach. We remain an all-volunteer, small town, non-profit museum. Your support will help us continue to deliver to the residents of Oxford and all of Talbot County and our visitors a high-quality museum, of which we all can be proud.

Members, we encourage you to continue your membership and support the Annual Fund. Donors, we encourage you to continue to support the Annual Fund and become Members. New Donors, we thank you for your support of the Annual Fund and encourage you to become a Member. An envelope is enclosed for your convenience or you can go to our website membership and donation page using this QR Code.

Any amount is a wonderful vote of support that inspires us to do even more.

With great appreciation for your support,

Liz Koprowski, President



Board of Directors:

- Paula Bell
- Kae Dakin
- Gordon Fronk
- Dorothy Goldweitz
- Liz Koprowski
- Karina Paape
- Stuart Parnes
- John Pittman
- David Poe
- Phyllis Rambo
- Ray Stevens
- John Tochko
- Bob Valliant
- Brian Wells
- Louisa Zendt

Executive Director:

Julie Wells

Directors Emeriti:

- Leo Nollmeyer
- Pat Jessup

The Oxford Museum
101 South Morris Street
PO Box 131
Oxford, Maryland 21654

410-226-0191
theoxfordmuseum@gmail.com
www.oxfordmuseummd.org

The Oxford Museum is a 501(C)(3) organization.
Gifts to our Annual Fund are deductible to the full extent allowed by law.



TALBOT COUNTY MARYLAND

COURT HOUSE
11 N. WASHINGTON STREET
EASTON, MARYLAND 21601-3178
PHONE: 410-770-8010
www.talbotcountymd.gov

CLAY B. STAMP
County Manager

FAX: 410-770-8007
TTY: 410-822-8735
cbstamp@talbotcountymd.gov

September 17, 2024

Commissioners
Town of Oxford, Maryland
P.O. Box 339
Oxford, MD 21654


Re.: Talbot County Economic Development Commission

Dear Commissioners:

On or about June 6, 2024, my office forwarded you a letter advising that the term of James Jaramillo, representative from the Town of Oxford on the Talbot County Economic Development Commission, would expire on June 30, 2024 (copy attached).

The Town notified my office that once the new Commissioner had assumed office, the Commissioners would take the matter under advisement and forward a recommendation to the County. If the Commissioners are ready to forward a recommendation to the County at this time, kindly submit the name of that individual to my office. As always, Economic Development Commission meetings remain open to the public, should other members of your organization wish to attend.

The County Council appreciates your timely consideration of this matter.

Sincerely,

Clay B. Stamp
County Manager

CBS:swm

cc: Debbie Walsworth, Chair, Economic Development Commission
Cassandra Vanhooser, Director, Department of Economic Development and Tourism



TALBOT COUNTY, MARYLAND

COURT HOUSE
11 N. WASHINGTON STREET
EASTON, MARYLAND 21601-3178
PHONE: 410-770-8010
www.talbotcountymd.gov

FAX: 410-770-8007
TTY: 410-822-8735

CLAY B. STAMP
County Manager

June 6, 2024

Commissioners
Town of Oxford, Maryland
P.O. Box 339
Oxford, MD 21654

Re.: Talbot County Economic Development Commission

Dear Commissioners:

The term of James Jaramillo, representative from the Town of Oxford on the Talbot County Economic Development Commission, expires on June 30, 2024.

Please advise if you wish to have the County Council reappoint Mr. Jaramillo or if you desire that another individual represent your municipality on the Commission. If so, kindly submit the name of that individual to my office. As always, Economic Development Commission meetings remain open to the public, should other members of your organization wish to attend.

The County Council appreciates your timely consideration of this matter.

Sincerely,

Clay B. Stamp
County Manager

CBS:swm

cc: Debbie Walsworth, Chair, Economic Development Commission
Cassandra Vanhooser, Director, Department of Economic Development and Tourism

Town of Oxford, MD
Community Resilience Committee (CRC)

Background

Community resilience is often defined as the capacity to ‘bounce back’ from disruptions. Whether the disruptions are in the form of climate change, economic impacts, or as recently discovered, pandemics, the function of building resilience allows a community to adapt and persist through changing circumstances.

The Town of Oxford, citizens and officials, realize the urgency and importance of not only preserving the irreplaceable history that is Oxford, but also the importance of protecting water quality, town infrastructure, businesses and home owners with regard to the surrounding waters that the citizens of Oxford have been dependent on for the last 300 years. The Town has been deeply involved in long range planning to fortify their town against sea-level rise and climate change to reduce their impacts. The Town has also been engaged in multiple efforts to improve and sustain the economic and physical viability of Oxford, with the intent of preserving 300 years of history and heritage for future generations.

In the interest of building and sustaining community resilience for the Town of Oxford, in 2022, the Oxford Commissioners determined that a Citizen Committee would be beneficial in assuring the work of the past ten years is carried into the future by educating themselves on the recent efforts of the town, reviewing the prepared studies and recommendations, acknowledging successes and identifying future challenges and also passing their knowledge on to future Committee members.

As the Committee began its work it has been realized that an expanded role of the Committee, its composition and functions would better help address a more sustainable and resilient Oxford.

CRC Mission

To promote education, policies and activities that help mitigate current and future losses, costs, and human suffering caused by climate and/or other disruptions in the Town of Oxford.

Committee Chair (1) - CFM Town Planner

- Committee Members (6) –Oxford Full-Time Residents
- Commissioner Liaison (1) –Sitting Commissioner

The membership will be determined by the Oxford Commissioners and it is recommended that the membership represent a diverse knowledge base and/or expertise within the following subject areas.

- Flooding and Sea Level Rise
- Information Technology
- Emergency/Disaster Response
- Environmental Science
- Engineering/Architecture
- Business-Oriented and/or Project Management
- Economic Development

Committee Meetings

Regular meetings of the Committee will occur at minimum, on a bi-monthly basis on the third (3rd) Friday at 10AM.

- November 15, 2024
- January 17, 2025
- March 21, 2025
- May 16, 2025
- July 18, 2025
- September 19, 2025
- November 21, 2025

Ad Hoc meetings may be called as needed.

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Letters submitted for Commissioners Meeting on October 8, 2024:

Barbara Paca Letters

Berkley Cone - Hiring 4th Police Officer

Berkley Cone - Oxford Expenses

Catherine Bitter - Opportunities for Public Comment

Curt Reintsma - Commission Meetings

Dan Kordell – Blame

Dave Donovan - comments on Commission Meeting Procedures

Dave Donovan - proposed procedures for Commission meetings

Davenport West - Committee membership

Davenport West - Committees

Davenport West - Was sent earlier and never acknowledged

Davenport West - 3 questions

David Ober - Support Meeting Protocols

David Poe - A Resolution for the Commissioners of Oxford Defining Commissioners Meeting

David Poe - Proposed Meeting Procedures

Debbie Krolicki - Limiting Public Comment

Deborah Pulzone - Workshop Town meeting

Henry Hale - Sad Day in Oxford

Jan Greenhawk - Letter to be read into the next town meeting minutes

Jock Beebe - Town of Oxford Public Comment Resolution

John Delean - Commission Meetings

John Hockmeyer - Comment on Public Comment Resolution; working sessions

Larry Myers - Public Workshop on Resolution No. 2417 Rules of Conduct at Commission Meetings

Mac Sommerlatte - Public Comment

Madi Yates - Suggestion for South Street left turn to Morris Street

Mary Jordan - Simple courtesy during town meetings

Mickey Terrone - Commissioners Meeting Management

Ray Munsch - Proposed mooring fees

Ray Stevens - Support of the meetings protocol

Robert Hyberg - Does not Support Modifying Resolution 2417

Ron Walker - PUBLIC RECORDS.

Russ Gray - To Commissioner Greer - Meeting Conduct

Russ Gray - Town Meeting on Sept 24 2024

Scott Rensberger – Election

Scott Rensberger - We Shall take this issue to court

Sheilah Goodman - Public Comment Support

Susan Delean-Botkin - Meeting Protocols

Suzie Hurley - Support Town Meeting Protocols

Theresa Lee - Conduct and questions at meetings



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street, Oxford 21654
barbara@preservationgreenllc.com

24 March, 2023

Ms. Cheryl Lewis and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654 (410) 226-5122
townoffice@goeaston.net

Dear Ms. Lewis and Esteemed Commissioners of Oxford,

I would like to formally request that the swearing in of the new Police Chief be delayed, and that another search be started with proper advertising and one in which the citizens of Oxford are properly notified.

Such a gesture would thereby allow those of us who are fortunate enough to call Oxford "home" the opportunity to play a more significant role in making such a critical decision such as this one, which directly affects our daily lives and sense of well being.

In my opinion, the lack of adequate advertising for the positions of both Police Chief and Town Planner have left me feeling excluded/bewildered—as has been the experience for many others. Furthermore, the process exercised suggests a systemic bias in hiring practice which to me is not in alignment with the standard and customary practices of transparency in Maryland. Finally, in viewing the salaries awarded there appears to be a great disparity in financial remuneration, professional qualifications, and time on the job.

It has come to my attention that in your grant applications focusing on sustainability and environmental stabilization, you mention our small business which is based in Oxford. This came as a surprise to me because we have always been excluded from the process when we have offered to you our assistance to serve on a *pro bono* basis.

I write to you as member of the Oxford community, property owner, and small business person, and sincerely hope that you will consider this respectful submission. Thank you for your consideration of this formal request.

Sincerely,
Dr. Barbara Paca, O.B.E.



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street, Oxford 21654

29 March, 2023

Ms. Cheryl Lewis and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654
(410) 226-5122
townoffice@oxford.net

Dear Ms. Lewis and Oxford Commissioners,

It has come to my attention that Philip was verbally assaulted by former Commissioner Mr. John Pepe, and also Commissioner Jaramillo after last night's town meeting. Philip was accused of reading "rude" letters, one of which was written by me. Given the gravity of accounts by others who were astonished by their aggression—witnessing what sounds like bullying to me, I require information from you regarding best procedure for making a formal statement about this verbal assault. I am currently in Paris, and prepared to do whatever it takes to register this concern.

Also, a gentle and final reminder that I'm still awaiting information from you regarding your grant applications focusing on sustainability and environmental stabilization in which you mention our small Oxford-based business. As you know from my letter written last week, this came as a surprise to me because we have always been excluded from the process when we have offered to you our assistance to serve on a *pro bono* basis. I continue to await full details of all grants that you submitted on behalf of my business, citizens of Oxford, and the Town of Oxford and require that information no later than 30 March.

I write to you as member of the Oxford community, property owner, taxpayer, small business person, and member of a family who has called the Eastern Shore home for over three centuries, and sincerely hope that you will consider this respectful submission and recognize the fact that I shall always consider it a privilege and a duty to respond accordingly to any form of injustice.

Thank you in advance for acknowledging receipt of this letter and in following through.

Sincerely, Dr. Barbara Paca, O.B.E. barbara@preservationgreenllc.com

N.B. – In an email, you had stated that you would read letters at the meeting for the Minutes, but for some reason didn't do so—as there was another person who had gone to the trouble of submitting his concerns in writing, which were not voiced. It would appear that this oversight is NOT in accordance with the Open Meetings Act. I am glad that Philip read our letters, and that they are now a part of the Town record.



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street, Oxford 21654

24 April, 2023

Ms. Cheryl Lewis and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654 (410) 226-5122
townoffice@gocaston.net

Dear Ms. Lewis and Oxford Commissioners,

Please read this at the town meeting. I'm still awaiting information from you regarding financial details re. your grant applications focusing on sustainability and environmental stabilization in which you mention our small Oxford-based business. As is clear from previous correspondence, this information came as a surprise because we have always been excluded from the process when we have offered to you our assistance to serve on a *pro bono* basis. I continue to await FULL details of all grants that you submitted on behalf of my business no later than 30 April.

After being informed by you that it may be "costly" to obtain details, I requested full disclosure on specific grants in which you inserted my company as a partner. After repeating my request for full budgetary details in several emails, you finally sent only general information (provided in red at the end of this letter). Please allow me to express the need for specifics. Here are a few questions that indicate standard/customary protocol in transparent practices: Is there a PI on this project? Who is that person? How is she/he remunerated? To whom does the PI report? What are the budget categories? Are there contractors, and if so, what is the process for selection?

I write to you as member of the Oxford community, property owner, taxpayer, small business person, and member of a family who has called the Eastern Shore home for over three centuries. Thank you in advance for acknowledging receipt of this letter and in following through in a professional manner.

Sincerely, Dr. Barbara Paca, O.B.E. barbara@preservationgreenllc.com

General grant information email from Cheryl Lewis Friday, April 21, 11:46 am

National Wildlife Federation – This funding of \$1,437,736.02 was awarded by the National Fish and Wildlife Foundation to the National Wildlife Federation. The National Wildlife Federation will be providing the Town of Oxford \$1,176,921.39 in grant funding for the Strand project. All funding will be utilized for contracted efforts for the project construction. Payments will be made to the town through a Request for Reimbursement to NWF with evidence of payments made to the awarded contractor.

Oxford's Maryland Sustainable Community application is an application for renewal of the town's Sustainable Community status. All details for the application are found within the application document as published by MD DHCD: <https://dhcd.maryland.gov/Communities/Approved%20Sustainable%20Communities/Oxford.pdf>. No funding to the town is requested or awarded based on this application for designation.



Barbara Paca, Ph D., O.B.E.
101 and 103 Mill Street, Oxford 21654

28 June, 2023

Ms. Cheryl Lewis, Lindsay Ryan, Esq., and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654 townoffice@gocaston.net

Dear Ms. Lewis, Mr. Ryan, and Oxford Commissioners,

This is a formal request for a copy of reports and budgets disclosing information pertaining to all grants received for the benefit of Oxford, Maryland from July 1, 2017 - July 1, 2023. This includes all state, county, and federal grants, providing details regarding full financial and budgetary disclosure, preliminary engineering reports, and projects plans.

The Town Manager's comments and those made by others about how over \$30,000,000 has been awarded in grants to Oxford made me sit down and think about how fortunate we are. With such blessings and privilege comes responsibility. As was pointed out in a recent town meeting, Oxford has many citizens who would be worthy collaborators in assisting and offering their expertise in helping to manage the multiple grants received thus far—be it in the field of science, construction, design, financial management, ethics, and communication.

I would be honored to assist with organizing the platform for this information to be made available to the public. It would be mutually beneficial to share with other taxpayers and our neighbors on the Chesapeake the valuable knowledge and achievement gained from these grants. I believe there is much to be gained by sharing with neighboring waterfront communities the results of these grants, particularly those who live in fragile and underserved rural heritage areas. For example, directly across the water is the early African American settlement of Bellevue. We share many of the same challenges, such as the impact of climate risk and the threat of gentrification. Bellevue, in particular, has had to deal with the burden of insensitive developers who have built housing that blocks views from the historic African American church to the water. We all would benefit from a dialogue around understanding the grant process and how it can aid our communities in long-term preservation and planning.

Kindly be advised that this request is made via the Public Information Act of Maryland, under the supervision of the Maryland State Attorney General's Office. I am certain that you will conform to the law and respond in a prompt and professional manner. Finally, I should be very grateful if you would please read this letter at the next Town meeting to be recorded into the Town Minutes.

Sincerely, Dr. Barbara Paca, O.B.E. barbara@preservationgreenllc.com

cc: The Honorable Anthony G. Brown, Attorney General of Maryland
The Honorable Serena C. McIlwain, Maryland Secretary of the Environment
Mr. Devon Dodson, Assistant Secretary, Maryland Department of the Environment

BOARD MEETING:
2ND AND 4TH TUESDAY OF EACH MONTH
(410) 226-5122



101 Market Street
P.O. Box 339
Oxford, Maryland 21654

Commissioners of Oxford

July 14, 2023

Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford, Maryland 21654

Re: PIA Request Received July 5, 2023

Dear Dr. Paca:

The Town of Oxford received your request under the Public Information Act, Md. Code Ann., Gen. Prov. ("GP") §§ 4-101-4-601 on July 5, 2023. You are seeking copies of reports and budgets disclosing information pertaining to all grants received for the benefit of Oxford from July 1, 2017 to July 1, 2023. Specifically, you are seeking copies of the following: "all state, county, and federal grants; providing details regarding full financial and budgetary disclosure, preliminary engineering reports, and project plans."

Your request is extremely broad. As noted on the attached grant spreadsheet, the Town received more than twenty (20) grants between the periods of 2017 and 2023. Within each grant project, there many documents which may qualify as "reports and budgets" disclosing information pertaining to that grant. Responding to a request to provide all documents associated with more than twenty (20) grants would require such a diversion of resources and staff time and would amount in a high volume of records and a huge expense.

By providing the attached grant spreadsheet, I thought you may be able to narrow your request to a specific grant that the Town received during the time period requested. In addition, there are various documents associated with each grant depending on the type of grant received. If you can further clarify the specific information you are seeking pertaining to a specific grant that will assist with narrowing the number of copies to be reproduced.

Therefore, please review the attached spreadsheet to clarify or narrow your request so that the Town may begin to process it. If I can provide further assistance in narrowing your request, please let me know.

Sincerely,

Cheryl Lewis
Town Manager

YEAR	GRANT	TOTAL GRANT AWARDED	TOTAL LOAN AWARDED	PROJECT	REQUEST FOR BIDS	AWARDED CONTRACTOR	CONTRACTOR INVOICES	PURCHASES	TOWNS MATCH	GRANT REIMBURSEMENT	FORFEITED GRANT DOLLARS
2013	Prior Accrued Funds	\$ 126,088.00	\$ 126,088.00								
2014	IG-2015SA-13.7	\$ 50,000.00	\$ 50,000.00								
2015	IG-2015SB-14A	\$ 25,000.00	\$ 25,000.00								
2016	IG-2015SC-15	\$ 50,000.00	\$ 50,000.00								
2016	IG-2015SD-16 ADD OH	\$ 12,000.00	\$ 12,000.00								
2017	IG-2015SE-17	\$ 50,000.00	\$ 50,000.00		5/16/2014	Muretek, Inc.	\$ 333,174.90	\$ 1,372.62		\$ 375,747.52	\$ 1,340.48
2018	IG-2015SF-18	\$ 25,000.00	\$ 25,000.00			GMB engineering /adv cost	\$ 45,200.00				
2019	IG-2015SG-19	\$ 50,000.00	\$ 50,000.00	Waterway Improvements / Housing Dock				\$ 859.69		\$ 859.69	
2020	IG-2015SH-20	\$ 25,000.00	\$ 25,000.00								
2016	DHCD SRP-CL-2016-00266	\$ 50,000.00	\$ 50,000.00	Payade Grants	n/a	n/a	\$ 50,000.00		\$	\$ 50,000.00	
2017	DHCD SRP-CL-2017-00409	\$ 50,000.00	\$ 50,000.00	Payade/Interior	n/a	n/a	\$ 50,000.00	Remaining	\$	\$ 50,000.00	
2020	DHCD SRP-CL-2020-00179	\$ 40,000.00	\$ 40,000.00	Payade/Interior	n/a	n/a	\$ 25,620.00	\$ 14,380.00	\$	\$ 40,000.00	
2016	DHCD SRP-SDP-2016-00263	\$ 300,000.00	\$ 300,000.00	MEWS Acquisition	n/a	n/a	\$ 502,885.62	\$ 202,885.62	\$	\$ 300,000.00	
2016	DHCD SRP-SDP-2017-00370	\$ 75,000.00	\$ 75,000.00	MEWS Design/Stabilization	11/30/2016	Voth Electric/Vector MacSorley	\$ 75,000.00	\$	\$	\$ 75,000.00	
2019	DHCD SRP-SDP-2019-00134	\$ 175,000.00	\$ 175,000.00	MEWS Rehabilitation	12/19/2018	Victor MacSorley	\$ 219,332.00	\$	\$ 44,332.00	\$ 175,000.00	
2016	BASEC 2015-15-0201	\$ 25,000.00	\$ 25,000.00	Townhall HVAC	5/24/2016	Comfort Plus	\$ 66,790.00	\$	\$ 41,760.00	\$ 25,000.00	
2015	CD TRUST 13419	\$ 40,000.00	\$ 40,000.00	Causeway Bioretention Design	2/19/2016	Reuch Inc.	\$ 33,097.00	\$ 22,362.00	\$ 15,459.00	\$ 40,000.00	\$
2017	DNR 14-18-2323 TRF 15	\$ 650,000.00	\$ 650,000.00	Causeway Bioretention Construction	2/19/2018	Barbers Landing	\$ 650,657.78	\$	\$ 657.78	\$ 650,000.00	\$
2016	DNR 14-16-2108 CDM 165	\$ 51,000.00	\$ 51,000.00	Stormwater Master Plan	n/a	GMB Engineering	\$ 56,500.00	\$	\$ 5,000.00	\$ 51,000.00	
2017	DNR 14-18-2360 CDM 153	\$ 25,000.00	\$ 25,000.00	Community Rusting System Application	Agreement 9/30/2015	Manlyed Environmental Services	\$ 19,888.44	\$ 1,150.60	\$	\$ 21,039.04	\$ 1,160.60
2016	MDE	\$ 10,000.00	\$ 10,000.00	Historic Commercial Plan		Alshabak	\$ 38,950.00	\$	\$ 19,935.00	\$ 13,925.00	\$ 75.00
2016	DNR 14-17-2215 CDM 170	\$ 35,000.00	\$ 35,000.00	Working Waterfront Strategic Plan	1/24/2017	Landner/Blain	\$ 35,000.00	\$	\$	\$ 35,000.00	\$
2018	CDP 6327-210-118	\$ 37,866.00	\$ 37,866.00	Dog Park		Brimfield	\$ 14,695.00	\$ 23,171.00	\$	\$ 37,866.00	
2017	CDP 6336-210-131	\$ 50,000.00	\$ 50,000.00	Tennis Court Rehab		American Tennis Courts	\$ 49,620.00	\$ 304.00	\$	\$ 49,924.00	\$ 76.00
2019	CPW 6371-20-135	\$ 122,400.00	\$ 122,400.00	Community Central Park	10/25/2021	unresponsive	\$ 29,083.00	\$	\$	\$	
2022	CPW 7431-20-139	\$ 40,000.00	\$ 40,000.00	Baseball Field/Abell							
2021	USDA 2021 CP VEHICLES	\$ 32,600.00	\$ 32,600.00	Police/Public Works	n/a	n/a	\$ 309,413.00	\$ 76,813.00	\$	\$ 32,600.00	
2021	DNR 14-22-2975 CDM	\$ 45,000.00	\$ 45,000.00	Oxford 2100 Vision	4/24/2023	Preservation Green / GMB	\$	\$	\$	\$	
2021	ARPA RECOVERY FUNDS	\$ 597,067.25	\$ 597,067.25	Design Build Flood Remediation	9/29/2023	GMB Engineering	\$ 13,692.60	\$	\$	\$	
2018	DNR 14-19-2456	\$ 90,000.00	\$ 90,000.00	Strand Design	5/29/2018	Underwood & Assoc	\$ 94,485.80	\$ 5,000.00	\$	\$ 89,485.80	\$ 114.20
2022	DNR 14-21-3093 CRP	\$ 900,000.00	\$ 900,000.00	Strand Construction	12/12/2022	Underwood & Assoc	\$	\$ 175,000.00	\$	\$	
2022	14-23-4025 CBG 9001	\$ 512,574.00	\$ 512,574.00	Strand Construction	Above	Underwood & Assoc	\$	\$	\$	\$	
2022	WHP 15 2007-100	\$ 1,176,821.89	\$ 1,176,821.89	Strand Construction	Above	Underwood & Assoc	\$	\$	\$	\$	
2023	MDE FLOOD MGMT	\$ 300,000.00	\$ 300,000.00	Strand Construction	??		\$	\$	\$	\$	
2017-2022	USDA MDE	\$ 4,100,000.00	\$ 4,100,000.00	Wastewater Treatment Plant Upgrade		GMB Engineering / PACT Construction	\$ 18,347,411.00	\$ 2,457,000.00	\$	\$ 15,864,171.00	
2020	MDE	\$ 654,954.76	\$ 654,954.76	Water Main Replacement - Morris Street	2/13/2020	GMB/RIE/Barbers Landing Excavation, LLC	\$ 1,300,909.52	\$	\$ 654,954.76	\$ 1,309,909.52	(MDE Grant/Loan Reimbursement)
2023	USDA	\$ 2,302,000.00	\$ 2,302,000.00	Water System Improvement Project	2/24/2023	GMB Engineering	\$	\$	\$	\$	



**Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street, Oxford 21654**

3 August, 2023

Dear Office of the Public Information Act of Maryland:

I have been requesting grant information since March of 2023.

The desired outcome is to have a comprehensive database of all grants in the last 5 years with full financial and budgetary disclosure, preliminary engineering reports and project plans. This information will be used to help fragile and underserved waterfront communities in Maryland. I currently serve as a commissioner on the Maryland Commission on Environmental Justice and Sustainable Communities as a representative for the Eastern Shore.

In addition, I ask for full financials and individuals granted award monies for the Maryland Sustainable Communities grant in which I was named as a grant manager without my knowledge.

Please do not hesitate to contact me with questions.

barbara@preservationgreenllc.com

+1 917 282 7102

**Kind Regards,
Barbara Paca, PhD, OBE**

MAILING ADDRESS: POB #543, 103 Mill Street, Oxford, Maryland 21654



BARBARA PACA, O.B.E., PH.D.

14 October, 2023

The Commissioners of Oxford
Oxford Town Office
Oxford, Maryland. 21654
sdel@hotmail.com
dc2ox4d@verizon.net
katrinahgreer@icloud.com

Dear Commissioners Costigan, Delean-Botkin, and Greer,

I am writing this letter to inform you of my strong support to avoid altering the existing Town Investment Policy as outlined in Resolution 9607.

The existing policy is clear, achievable, and prudent.

It is the responsibility of the Commissioners to work together to ensure that the town be in compliance with all of the Town's regulations, particularly with regard to budget, finance, and ethics.

Efforts to rework the Investment Policy, to work a way around being in compliance with current policy, should not be supported by anyone who respects transparency.

To ensure that the finances of our Town—which my taxes and other citizens support—are best utilized, I am in full support of the formation of a Finance Committee comprised of experienced neighbors to provide expert advice to our Board of Commissioners.

Thank you for all of your work as Town Commissioners and thank you for consideration of my recommendation to remain in a community of collaboration, transparency, and adherence to the law.

I would be grateful if this letter would be read as part of the record at the next public town meeting.

Sincerely,
Barbara Paca.

STUDIO, 103 MILL STREET, OXFORD, MD 21654
MAILING: P.O.B. #543, OXFORD, MD 21654
M/WHATSAPP +1 917 282-7102
EMAIL barbara@preservationgreenllc.com



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

3 June, 2024

Ms. Cheryl Lewis, Lindsay Ryan, Esq., and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654

***LETTER TO BE READ ALOUD AND RECORDED INTO THE OXFORD TOWN
MINUTES DURING THE NEXT TOWN MEETING ON 11 JUNE, 2024**

Dear Ms. Lewis, Mr. Ryan, and Oxford Commissioners,
One year ago, I wrote a letter to you requesting a copy of reports and budgets disclosing information pertaining to all grants received for the benefit of Oxford, Maryland from July 1, 2017 - July 1, 2023 (2023 letter is attached to this email).

This was to include an outline of all received/pending state, county, and federal grants; providing details regarding financial and budgetary disclosure, preliminary engineering reports, and projects plans.

I now write to you to ask for a summary of all grants received and/or pending to the present date.

As Cheryl Lewis, the Town Manager, is retiring soon, I believe that it would be prudent to obtain a list of all grants received and/or pending, for future reference.

My final question regarding these grants is straightforward:
Has the Town Manager benefited financially as a principal investigator on any of these grants?
If so, how much has she made above and beyond her salary?

I'd appreciate her disclosing the answer to this question during the upcoming Town meeting.

With All Good Wishes,
Yours Sincerely,

Barbara Paca

Dr. Barbara Paca, O.B.E.

cc: The Honorable Anthony G. Brown, Attorney General of Maryland
The Honorable Serena C. McIlwain, Maryland Secretary of the Environment
Ms. Aneca Atkinson, Maryland Deputy Secretary of the Environment
Ms. Mariah Davis, EJ Officer, Maryland Department of Natural Resources

* Kindly note: If, for some reason, the Town Manager should accidentally forget to bring the letter (as she did at the last meeting), it will be read aloud by a citizen of Oxford at the end of the meeting. The request will also be made to record this letter as a part of the Town Minutes.



BARBARA PACA, PH.D., O.B.E.

27 May, 2024

Ms. Cheryl Lewis, Lindsay Ryan, Esq., and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654
townoffice@goeaston.net

**REQUEST FOR INFORMATION:
LEAD PIPES AND PIPES WITH LEAD JOINTS IN THE TOWN OF OXFORD**

REQUEST: Kindly read aloud at the Oxford Town Meeting, 28 May, 2024

Dear Ms. Lewis, Ms. Ryan, and Oxford Commissioners,

This is a formal request for a map indicating the location of all lead pipes as well as gooseneck pipes in the Town of Oxford. Should you have this information incorporated into the town plan, it would be good to share on the Town website.

If a comprehensive map doesn't exist, please share with us a map indicating those areas you suspect may still have such pipes/joints/goosenecks for the conveyance of water. It has been brought to my attention that some sections remain on Tilghman, Mill, and Pier Streets.

Please share with us your plans of how you intend to prepare such an essential document to protect the health of all citizens of Oxford. Thank you in advance.

With All Good Wishes,
Yours Sincerely,

Barbara Paca

Barbara Paca, PhD, OBE

cc:

The Honorable Serena C. McIlwain, Maryland Secretary of the Environment
Ms. Aneca Atkinson, Deputy Secretary, Maryland Department of the Environment
Ms. Mariah Davis, Environmental Justice Officer, Office of the Secretary, Maryland
Department of Natural Resources

101 AND 103 MILL STREET, POST OFFICE BOX 144, OXFORD, MARYLAND 21654 USA
MOBILE/WHATSAPP +1 (917) 282-7102 BARBARAPACAART@GMAIL.COM



BARBARA PACA, PH.D., O.B.E.

Dear Ms. Lewis, Ms. Ryan, and Oxford Commissioners.

This is a formal request for a map indicating the location of all lead pipes as well as gooseneck pipes in the Town of Oxford. Should you have this information incorporated into the town plan, it would be good to share on the Town website.

If a comprehensive map doesn't exist, please share with us a map indicating those areas you suspect may still have such pipes/goosenecks for the conveyance of water. It has been brought to my attention that some sections remain on Tilghman, Mill, and Pier Streets.

Please share with us your plans of how you intend to prepare such an essential document to protect the health of all citizens of Oxford. Thank you in advance.

With All Good Wishes,

Yours Sincerely,

Barbara Paca

Barbara Paca, PhD, OBE

cc:

The Honorable Screna C. Mellwain, Maryland Secretary of the Environment
Ms. Aneca Atkinson, Deputy Secretary, Maryland Department of the Environment
Ms. Mariah Davis, Environmental Justice Officer, Office of the Secretary, Maryland Department of Natural Resources



BARBARA PACA, PH D., O.B.F.

29. May, 2024

Ms. Cheryl Lewis, Lindsay Ryan, Esq., and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654
townoffice@gocaston.net

Good Morning Cheryl,

I am puzzled as to why you would have elected not to read my letter (please find below) at last night's town meeting in spite of my polite request for you to do so.

This is a formal request for you to read the letter aloud at the next town meeting and to enter it into the minutes. Kindly confirm receipt of this message as well as your intention to read the letter aloud at the next meeting and record it in the minutes.

Sincerely,
Dr. Barbara Paca.

cc:

The Honorable Serena C. McIlwain, Maryland Secretary of the Environment
Ms. Aneca Atkinson, Deputy Secretary, Maryland Department of the Environment
Ms. Mariah Davis, Environmental Justice Officer, Office of the Secretary, Maryland Department of Natural Resources

28 May, 2024

Ms Cheryl Lewis, Lindsay Ryan, Esq., and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654
townoffice@gocaston.net

**REQUEST FOR INFORMATION:
LEAD PIPES AND PIPES WITH LEAD JOINTS IN THE TOWN OF OXFORD**

REQUEST: Kindly read aloud at the Oxford Town Meeting, 28 May, 2024

101 AND 103 MILL STREET, POST OFFICE BOX 144, OXFORD, MARYLAND 21654 USA
MOBILE/WHATSAPP +1 (917) 282-7102 BARBARAPACAART@GMAIL.COM



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

7 July, 2024

Lindsay Ryan, Esq. and the Commissioners of Oxford
Oxford Town Office
Oxford, Maryland 21654
(410) 226-5122

townoffice@gocaston.net

oxfordclerktreasurer@gocaston.net

lr.ryan@bbcmlaw.com

katrinahgreer@icloud.com

dc2ox4d@verizon.net

nombell45@gmail.com

***LETTER TO BE READ ALOUD AND RECORDED INTO
THE OXFORD TOWN MINUTES DURING THE
NEXT TOWN MEETING ON 9 JULY, 2024**

Dear Oxford Commissioners Costigan and Greer, Commissioner-Elect Bell, and Ms. Ryan,

As someone who is an Oxford voter and who pays property tax on two properties in the Town of Oxford, I strongly urge the Commissioners to engage a professional recruitment firm specializing in local government management to seek a competent Town Manager.

The previous search failed on myriad levels, threatening the security of the youth of our town, and I hold Commissioner Tom Costigan and Ms. Lyndsey Ryan responsible for that oversight.

I am requesting that this letter be read during the upcoming Town meeting and recorded into the Town Minutes.

With All Good Wishes,

Yours Sincerely,

Barbara Paca

Dr. Barbara Paca, O.B.E.

* Note: If the Town Staff should accidentally forget to bring this letter (as has happened in all recent previous meetings), it will be read aloud by a citizen of Oxford at the end of the meeting. The request will also be made to record this letter as a part of the Town Minutes.



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

8 July, 2024

Oxford Commissioner Tom Costigan
c/o The Oxford Town Office, Oxford, Maryland 21654
(410) 226-5122

dc2ox4d@verizon.net

cc:

townoffice@gocaston.net

oxfordclerktreasurer@gocaston.net

lryan@bbcmlaw.com

katrinahgreer@icloud.com

norbell45@gmail.com

***LETTER TO BE READ ALOUD AND RECORDED INTO THE OXFORD TOWN
MINUTES DURING THE TOWN MEETING ON 9 JULY, 2024**

Dear Oxford Commissioner Tom Costigan,

This is to request a formal, written apology from you to the Citizens of Oxford for your negligence in hiring Michael Everett Calvert as our Town Manager.

As the mother of a vulnerable child with severe special needs who grew up in Oxford, the thought of your reckless behavior in introducing a person convicted of sexually-related offenses into our community distresses me to the core. It is my understanding that many other parents and grandparents share my sense of shock and disgust.

Should you be unwilling to engage a professional recruitment firm to hire a new Town manager, there will be repercussions, as there are many others in town who share my belief that you have been derelict in your duties. Please disclose the role you played in the previous selection, who you professionally engaged to perform the background check, and how much the citizens of Oxford invested in this dangerous decision. You also need to state how you intend to conduct a search for the next Town Manager, which I expect to be done in a professional manner. Again, I urge you to do the right thing and hire a professional recruitment firm

This letter is to be read during the upcoming Town meeting as a part of the official record.

Sincerely, *Barbarapaca* Dr. Barbara Paca, O.B.E.

* Kindly note: If, for some reason, the Town Staff should accidentally forget to bring this letter (as has happened in many previous meetings), it will be read aloud by a citizen of Oxford (who pays property tax and votes) at the end of the meeting. This letter will also be recorded into the Town Minutes.



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

16 July, 2024

Lindsay Ryan, Esq. and the Commissioners of Oxford
Oxford Town Office
Oxford, Maryland 21654
(410) 226-5122

townoffice@goxston.net
oxfordclerk@goxston.net
lyan@bbcmllaw.com
katrinahgreer@icloud.com
dc2ox4d@verizon.net
norrbell45@gmail.com

***LETTER TO BE READ ALOUD AND RECORDED INTO THE OXFORD TOWN
MINUTES DURING THE NEXT TOWN MEETING**

Dear Oxford Commissioners Costigan and Greer, Bell, and Ms. Ryan,

I am writing to request that the Town of Oxford consider allocating funds for our Chief of Police, Officer Chris Phillips and his family to have a perimeter fence around their property as well as the installation of trees to provide shade for his family and help cool the earth. What better way of welcoming the person who has taken care of us for so many years than by giving him the peace of mind knowing that his young family and pet are able to live in a safe, healthy, and beautiful environment!

I would be happy to provide a wholesale source for trees—and would be grateful for input from Mr. Bob Burgner and any other arborists and/or gardening enthusiasts. The trees that have proven successful in my research include:
For Long-Term Shade, White Oak, Willow Oak, Silver Linden, American Black Gum, American Sycamore, European Hornbeam, Bald Cypress
Small-Scale but also good for Cooling/Shade: American Redbud, American Crabapple, Kousa Dogwood, Crepe Myrtle, American Hawthorn

With All Good Wishes, Yours Sincerely,

Barbara Paca

Dr. Barbara Paca, O.B.E.



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

18 July, 2024

Lindsay Ryan, Esq. and the Staff and Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654 (410) 226-5122
townoffice@gocaston.net
oxfordclerk@treasurer@gocaston.net
lryan@bbcmllaw.com
katrinalgreer@icloud.com
dc2ox4d@verizon.net
normbell45@gmail.com

PRESERVING OXFORD'S TREES TO COOL THE EARTH AND WATERSHED

Dear Oxford Commissioners, Oxford Staff and Ms. Ryan,

Oxford resident Mrs. Frances Curtis lived to the age of 98, and she shaped my son's and my life in an impactful way. Among her many fine qualities, one of the best things about Miss Frances was her direct manner of speaking—comprehensive truths—and her words have stayed with me and shape this letter. Before we knew about climate change, she told us that the “sun seemed hotter” to her, recounting that “Back in the day, you could walk to church in the gentle shade of large trees.”

As with many Oxford citizens, I, too would like to see a return to the hospitality of high shade to cool our town, and have walked the streets with friends, observing the recent pruning. As with Mr. Burgner of the Strand, I was trained as an arborist, and recognize the issues that have alarmed our neighbors. Today arborists prune trees differently to allow for mature trees to survive severe storms. In performing “developmental pruning” we encourage trees to grow with a more open canopy, allowing them to adjust to the increased sunlight.

Again, the challenges associated with the obvious perils of human/property loss and downed electric lines from trees is well known, and I believe that concern for security is what motivated the company engaged to over prune our trees. My perception re. the aftermath of July's aggressive pruning is as follows: beyond disfiguring mature specimen trees on public and private properties, canopies were hollowed out at the top which now allows sunlight to penetrate into the trunk. All mature specimen trees will suffer; particularly members of the maple family, especially sugar maples, which have been suffering for a decade—this is clearly evident in the reduced leaf size, poor branching architecture, and decline leading to verticillium wilt. As a result of weakening some of Oxford's largest specimen trees, many are now actually less stable and unlikely to survive storms.

The problem is complicated, and the solution is not easy–In sum there are 3 options:

1. Continue practicing arboriculture as has been done and suffer the consequences of a dying forest. Oxford will suffer aesthetically, and we will create a heat desert, negatively impacting the land and adjacent watershed
2. Plant only small-scale trees under the powerlines. Slight challenge is that these too will become entangled in the wires creating the same problem as above
3. Bury the powerlines and plant trees where they are most likely to succeed in cooling the earth–along sidewalks and the roadways. This involves planning and would be done in steps with the review of other significant infrastructure.

One only has to look overhead to understand the biggest challenge to cooling the earth in Oxford: overhead wires providing the power on which we all rely. If there were a comprehensive plan to make Oxford truly green, one would address this first. Annapolis buried powerlines in the historic district in the 1980's. Perhaps, with transparent management and an intelligent plan, this could happen in Oxford. Toward that goal, Mr. Burgner and I would like to suggest your consideration of a tree policy and perhaps a Tree Commission.

As a beginning, the trees that have proven successful in my research include:

For Long-Term Shade: White Oak, Willow Oak, Silver Linden, American Black Gum, American Sycamore, European Hombeam, Bald Cypress

Small-Scale but also good for Cooling/Shade: American Redbud, American Crabapple, Kousa Dogwood, Crepe Myrtle, American Hawthorn, American Chaste tree (pruned with an open canopy to provide shade, Smoke tree (a shrub which becomes a tree)

With All Good Wishes,

Yours Sincerely,

Barbara Paca

Dr. Barbara Paca, O.B.E.

cc: Robert Burgner robert.burgner@mc.com



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

25 July, 2024

Lindsay Ryan, Esq. and the Commissioners of Oxford
Oxford Town Office, Oxford, Maryland 21654 (410) 226-5122
lryan@bbcmilaw.com
katrinahgreer@icloud.com
dc2ox4d@verizon.net
norumbell45@gmail.com

PROFESSIONAL CONDUCT ON THE PART OF STAFF PAID TO REPRESENT OXFORD

Dear Oxford Commissioners and Ms. Ryan,

I am writing in response to the post made on social media by Marilyn Williams on 24 July 2024 (please see below). Ms. Williams's social media post is unprofessional, undignified, and represents a clear lack of respect for others. Disturbingly, her words reveal a level of animosity for the very people whom she as Staff has been engaged to represent.

As one who pays tax on two properties in Oxford, I am shocked at her rambling sentences, which I find mocking, insulting, and mildly threatening to those who continue to believe that there could one day be a return to transparent management practices in Oxford.

The citizens of Oxford are united in seeking the truth—based on her performance on FB, I should like to submit that the only person who is “grandstanding” (as she put it) is Ms. Williams. From her erratic, verbally abusive behavior, I believe that this individual is not fit to serve the Town of Oxford, and that it would be an appropriate next step for her to be placed on notice.

With All Good Wishes, Yours Sincerely,

Barbarapaca

Dr. Barbara Paca, O.B.E.

FB POST 24 July 2024: Energetic Marilyn Williams is gone. Last night did her in. To get the good, hardworking, energetic Marilyn Williams back, the following has to happen: The complaining has to stop. The crazy accusations have to stop. The steady stream of FOIAs and letters to the Commissioners have to stop. Citizens contacting State agencies instead of working with Town staff has to stop. The me, me, me, me has to stop. The grandstanding has to stop. We cannot serve the community and make positive changes because of this constant bombardment of time consuming negativity. It's your choice, folks. This is your chance to make the choice to move forward.



Barbara Paca, Ph.D., O.B.E.
 101 and 103 Mill Street
 Oxford 21654

14 August, 2024

Oxford Commissioner President Norm Bell
 cc: Lindsay Ryan, Esq, Commissioner Katrina Greer and Tom Costigan
 Oxford Town Office
 Oxford, Maryland 21654
 (410) 226-5122
townoffice@gocaston.net
oxfordclerktreasurer@gocaston.net
ryan@bbcmllaw.com
katrinahgreer@icloud.com
dc2ox4d@verizon.net
normbell45@gmail.com

Dear Norm,

I am writing to you now for the **THIRD** time with regards to an email sent to you and your esteemed colleagues on August 8, 2024.

Thus far, you have not replied with the most basic courtesy of a "received" or "noted." Perhaps you are new to professional etiquette such as this, however, I must insist that this letter be made a part of the Town Minutes at the next meeting. As you/your staff has been derelict in this duty in the past, please be reassured that I intend to follow up as required.

To help refresh your memory, please see below a screenshot below of the message you sent via email on 8 August at 2:14 pm:

----- Forwarded message -----
 From: Norman Bell <normbell45@gmail.com>
 Date: Thu Aug 8 2024 at 2:14 PM
 Subject: Follow Up
 To: Robert.burner@ow.com <Robert.burner@ow.com>, RON WALKER <ronwalker@psdillford.net>, Carol Richardson <carolr@psdillford.net>
 C: Katrina Greer <kgreer@psdillford.net>, Tom Costigan <dc2ox4d@verizon.net>, Vickie Sharp <vsharp@psdillford.net>, Marilyn Williams <mwilliams@psdillford.net>, Lindsay Ryan <lryan@bbcmllaw.com>, Norman Bell <normbell45@gmail.com>, <bell@oweeeb.com>

Folks - as a follow-up to today's meeting with the state, I'd like to get together with you to talk about possible temporary solutions for access to the Strand beach while permanent solutions are explored. Please let me know your availability for an in-person meeting on the following

- Wednesday 8/14 - 1pm-3pm
- Thursday 8/15 - 10am-noon, 1pm-3pm, 3pm-5pm
- Friday 8/16 - 10am-noon, 1pm-3pm, 3pm-5pm

Thanks
 Norm

RESPONSE MESSAGE TRANSMITTED AUGUST 8, 2024, 3:15 PM

Dear Norm,

May I ask why I was excluded from the follow-up meeting you outline below?

I believe that as Tilghman's mother I have rather a lot of experience working with people who experience disabilities. His brief life as a paraplegic presented certain challenges, however we overcame barriers one step at a time—and as stated in today's meeting he certainly would have been an advocate for his friends who experience disabilities wishing to visit the Strand beach.

Furthermore, I offer significant experience as a professional—from leading a successful 40-year practice in landscape design/implementation, to serving on state, federal, and international commissions dealing with landscape, environment, and historic preservation, my work embraces accessibility, inclusion, and sustainability.

The PIA that I submitted for Strand Beach in March 2023 produced unclear results—what a shame that the Town didn't offer more professional oversight between the stamped approved drawings and the confused mess that has resulted!

I look forward to working with my fellow citizens as well as the appropriate State and Federal officials to gain clarity in this regard and a path forward for inclusion.

Your action—or rather lack of action—reminds me of the former Town Manager who closed the door when I offered my assistance on a pro bono level yet chose to bring potential grantors to my Gold-LEED fully accessible facility, and also listed me as a partner on grants about which I was unaware.

Do let me know whether or not your decision to exclude me from the follow-up meeting was a mere oversight on your part or intentional.

Sincerely,

Barbara Paca, PhD, OBE

Please confirm receipt of this message via email (BarbaraPacaArt@gmail.com) and kindly state your intention as to whether or not you plan to follow professional protocol.

With All Good Wishes, Yours Sincerely,
Barbarapaca.
Dr. Barbara Paca, O.B.E.



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

11 September, 2024

Oxford Commissioner President Norm Bell
cc: Lindsay Ryan, Esq, Commissioner Katrina Greer and Tom Costigan
Oxford Town Office
Oxford, Maryland 21654
(410) 226-5122
townoffice@gocaston.net
oxfordclerk/treasurer@gocaston.net
ryan@bbcmllaw.com
katmahgreer@icloud.com
de2ox4d@verizon.net
norbell45@gmail.com

FISCAL SUSTAINABILITY: DOES OXFORD REALLY NEED FOUR POLICE OFFICERS?

Dear Commissioners,

This letter is to express opinion re. the hiring of a fourth police office in Oxford. The recklessness of even discussing the decision to hire a fourth officer in a time of deficit makes no sense to me as a properties owner, taxpayer, and person who votes in Oxford.

Perhaps I am just fiscally conservative. Maybe one would consider rehiring Chief Maxwell who ran a tight ship, keeping all of us safe with limited resources and staff. I suppose that as with Mrs. Lillian Lord, he did the work of many, with a smile, confidence, and a firm belief in the dignity of doing his job properly.

For some reason, members of staff appear to be unable to respond to letters with even the most basic courtesy of a "received" or "noted." Perhaps one is unfamiliar with etiquette/professional practice, therefore I must insist that this letter be made a part of the Town Minutes at the next meeting.

Kindly confirm receipt and state your intention as to whether or not this commission plans to follow professional protocol re. documenting letters written by concerned citizens.

With All Good Wishes, Yours Sincerely,

Barbarapaca.

Dr. Barbara Paca, O.B.E.



Barbara Paca, Ph.D., O.B.E.
101 and 103 Mill Street
Oxford 21654

15 September, 2024

Oxford Commissioner President Norm Bell
cc: Lindsay Ryan, Esq, Commissioner Katrina Greer and Tom Costigan
Oxford Town Office
Oxford, Maryland 21654
(410) 226-5122
townoffice@govaston.net
oxfordclerktreasurer@govaston.net
ryan@bbcmllaw.com
katrinahgreer@icloud.com
dc2ox4d@verizon.net
normbell45@gmail.com

OXFORD REVISED MEETINGS POLICY

Dear Commissioners,

I live in a quaint town in the United States. Or at least so I thought, until I received new guidelines re. (poorly written) revised protocol for Oxford Commissioner Meetings.

Is there a new unwritten prerequisite requiring staff to write directives to try to further swindle the population responsible for paying their salaries out of basic truths and the fundamental American right of requesting so when they are merely requesting transparency?

These bizarre amendments are not only counterproductive, they are un-American!

With All Good Wishes, Yours Sincerely,

Barbarapaca.

Dr. Barbara Paca, O.B.E.

N.B.: For some reason, members of Oxford staff appear to be unable to respond to letters with even the most basic courtesy of a "received" or "noted." Perhaps one is unfamiliar with etiquette/professional practice, therefore I must insist that this letter be made a part of the Town Minutes at the next meeting. Kindly confirm receipt and state your intention as to whether or not this commission plans to follow professional protocol re. documenting letters written by concerned citizens.

9 September 2024

To: Mr. Tom Costigan
Ms. Katrina Greer
Mr. Norman Bell

Re:

Dear All:

I trust that this note finds each of you well and I respect your individual service to our community. As a relatively new and very happy resident of Oxford, one finds a wonderfully embracing community of most intelligent residents. Oxford has wisely chosen, given its small size and minimal population growth, to outsource public education of its young citizens. Recently, we had a storied Inn and Pope's Tavern close its doors. My understanding is that a number of small towns in Maryland have also been quite innovative in addressing the challenges of reducing their budgets, ie "tightening their belts" while maintaining solid services for their residents.

At a recent Saturday breakfast, we were informed by a standing Commissioner of Oxford, That consideration is being given towards hiring a fourth police officer for our town of 550 residents. A number of attendees at the breakfast asked the Commissioner questions about this potential decision.

I would like to respectfully ask the following questions about this potential hiring consideration.

- Individual police officers' salary, benefits, and vehicle would run around \$175,000 for his or her first year of employment and some \$145,000 a year thereafter. Where would this money come from to fund this expense??
- Was a justification study formally submitted for this additional post with a corresponding funding source??
- To my knowledge Oxford has not experienced any sort of crime wave, quite to the contrary it is a most peaceful town, in my humble opinion.
- If a fourth officer is added, would the overtime current earned by our present police officers be reduced?? If so, would they embrace such a change to their total pay packages??
- Was the decision to hire a fourth police officer a legacy of the past Town Manger?? Has consideration been given to engaging a professional hiring firm chosen, for a formal selection process??
- Is there a master financial plan regarding the most impactful financial priorities needed for our community. If such a plan exists, where does this particular request stack up against other priorities??

Oxford Commissioners
9 September 2024
Page 2

Respectfully, preserving the fiscal health of our community is a vital responsibility of our Commissioners, our administrators, and our citizens. My understanding is that our towns operating expenses have dramatically risen over the last years. I have learned that we have awarded lifetime health benefits to a number of past employees. Can Oxford truly afford such expense inflation while preserving its bond rating for potential future borrowings. I would simply judge Oxford from the inside looking in, one of our police officers is driving a Chevrolet sedan that has needed considerable maintenance. Oddly, our maintenance crew drives Ford heavy duty pickups, our police force drives Dodge pickups and a Chevy sedan!!!

Shouldn't consideration be given to first getting our macro fiscal house in order before making a micro decision to hire an additional police officer at \$180,000 the first year. It would be most helpful to understand the justification for this new position.

Kind regards,



Berkley Cone
215 South Street
Oxford, MD 21654

Cc: Ms. Vickie Sharp

10 September 2024

To: Mr. Tom Costigan
Ms. Katrina Greer
Mr. Norman Bell

Re: Oxford expenses – More taxation?

Dear All:

Good morning and I trust that each of you are well. I failed to mention a critical point yesterday and pardon that I have troubled you again with a note. My maternal grandfather was a WWI combat veteran, a successful entrepreneur, a wise man, and he was a man of patience. He counseled about expenditures; do not spend the financial resources that you do not have. He also counseled that “cash is king” and about conserving one’s liquid assets for lean times.

I wish to ask you, our respective commissioners, what will happen when the unabated increases in expenditure growth results in a cash shortfall? What will happen if our banks decide that our financial health is being compromised by unchecked expense growth that is not in keeping with our sources of income? Will the day come soon that Oxford has to raise the tax rate on its virtually static population base, its rental properties, water services, trash services, etc. to keep our credit rating? All the while, we have our #3 police officer still driving around Oxford in an old Chevrolet sedan.

In conclusion, this amendment to yesterday’s note is to question the justification and financial capability to support the hiring of a fourth police officer. I sincerely trust that our community’s fiscal good health is the focus of our commissioners, our administrators, and our citizens.

Respectfully



Berkley Cone
215 South Street
Oxford, MD 21654

Cc: Ms. Vickie Sharp

From: Catherine Bitter <catherinebitter@yahoo.com>
Sent: Monday, September 30, 2024 10:15 AM
To: oxfordclerktreasurer@goeaston.net; nbell@goeaston.net; tcostigan@goeaston.net; Katrina Greer
Subject: Opportunities for Public Comment

September 30, 2024

Commissioner Norm Bell
Commissioner Tom Costigan
Commissioner Katrina Greer
PO Box 339
101 Market Street
Oxford, MD 21654

Dear Commissioners:

I would like to express my concerns about recent commissioners meetings and the Public Comment Resolution that was voted on at the September 24th meeting. I am not writing about the legal rights of citizens regarding public comment, as I'm certain you've already received many letters from citizens in that regard. Rather, my concern is focused on when and how we are allowed to make public comment during meetings and how that affects our spirit of community.

I've lived in Oxford for over twenty years, and during that time I've attended many Commissioners meetings, as well as those for other committees. I can recall many years when there were only a handful of citizens in attendance at most meetings, and other times when the room would be filled to capacity because of a major town issue.

You may remember some of those issues - the moorings and annexation of land under the river, the short term rentals, and the swimming pool, for example. Those were controversial and caused a certain amount of division among citizens, as well as between citizens and the commissioners. There was much heated discussion inside and outside of public meetings. Some occasional bad behavior also occurred, like eggs being thrown at Commissioner Klair's house. What we are experiencing now feels similar to what we experienced during those controversies (minus the eggs), but with some differences.

Zoom meetings during Covid and now live streamed meetings, combined with social media have allowed many more citizens to stay informed and participate in town meetings. More people participating regularly in town meetings means more opinions. More opinions means more time is necessary to allow for people to be heard. And they deserve to be heard.

Allowing time for public comment on a topic prior to taking a vote is essential. So is allowing time for reasonable questions to help citizens understand the details and ramifications of topics you are discussing and/or voting on. If there are questions that you can't answer during the meeting (aside from legal or confidentiality issues), that is an indication that the vote should be postponed until you can provide citizens with further information.

Holding public comments on each agenda item until the end of the meeting seems counter productive. Citizens may have great suggestions and or solutions to offer on a topic before the meeting moves on to the next agenda item. Citizens or commissioners may also lose their train of thought on specific points when it is time for comment at the end.

Whether they are new or longtime residents, most of our citizens are passionate in their love of Oxford. Along with that, comes various opinions about what is best for our town. I think the occasional outburst, clapping or booing demonstrates that passion. However, civil behavior during meetings is important and a gentle reminder vs. a stern admonishment would go a long way when discussions become heated.

We have a level of citizen engagement in our town's government and management that I haven't seen in a long time, and I think it is wonderful. But events over the last two years have also created a deep divide throughout the town. I think

allowing reasonable time for public comment on each agenda item before moving on to the next would be a step in the right direction to help heal the divide, and will support Oxford's spirit of community.

I would ask that this letter be read during the commissioners workshop scheduled for this Wednesday 10/02/24 at 10am, and also included in the minutes of the next commissioners meeting on 10/08/2024.

Respectfully,

Catherine Bitter
102B Bonfield Ave.
PO Box 279
Oxford, MD 21654

From: dc2ox4d@verizon.net
Sent: Tuesday, September 24, 2024 8:32 AM
To: Vickie Sharp
Subject: Fw: Rules for Order at Commissioners Meetings

Vickie,
This email (and one other that I will forward) were sent to LISA on Sunday. They should be added to letters received.
Thanks,
Tom Costigan

----- Forwarded Message -----

From: Curt Reintsma <creintsma2@gmail.com>
To: "townoffice@goeaston.net" <townoffice@goeaston.net>
Cc: Katrina Greer <katrinahgreer@icloud.com>; Norm Bell <normanbell45@gmail.com>; Tom Costigan <dc2ox4d@verizon.net>
Sent: Sunday, September 22, 2024 at 03:35:12 PM EDT
Subject: Rules for Order at Commissioners Meetings

Here on my views on this topic, raised during the Commissioner's meeting on Sept 10, and currently under discussion around town.

First, I support the need for such common-sense rules. It is unfortunate, but we seem to be in a time period in Oxford (and America) when once-standard norms of courtesy and respect are often not followed—hence the need for additional rules to endure the Commissioners can get their work done without unpleasant and unnecessary disruptions.

Where such rules become tricky, however, is in regard to issues like: 1. ensuring that citizens have an opportunity to express their views (preferable before the Commissioner's vote on complicated topics), and 2. citizens can get simple straightforward questions answered.

Trying to address these concerns can become problematic during the actual Commissioners meeting.

For example, responding to citizen's questions during the meeting, particularly questions with a hostile or grievance-based intent, can quickly lead to unproductive tit-for-tat and back and forth.

On the other hand, some questions that are simply factual in nature can be quickly and easily answered, and not responding at all gives the public the impression of stonewalling or that there is something to hide.

I don't have the perfect answer to this dilemma, but here are a couple suggestions.

1. Consider adding a "Public Update" section to the agenda for each meeting where short, factual updates are proactively given to the public. A current example would be a quick update on the status of the search for a new town manager. This new part of the agenda would preferably come at some point before the public comment section, since it could save time by proactively addressing some questions citizens would otherwise feel the need to ask.
2. Set up clear, simple and institutionalized ways for citizens to express views and ask simple questions/get answers, outside the actual Commissioner's meetings. If done electronically, others could see the question and answer, thus avoiding potential duplication when multiple people ask the same question. This would be for straightforward, fact-based questions. Such a system would probably have to be re-evaluated some months after starting it, to assess whether it is effective or too much of a time drain on staff.

Curt Reintsma

DAN & SUSAN KORDELL
P.O. BOX 231
OXFORD, MD 21654
PHONE: 703.963.6577

9/23/24

Commissioners of Oxford
PO Box 339
Oxford, Md 21654

Commissioners of Oxford,

We heard today through the "Oxford Grapevine" that Town Planner Marilyn Williams has resigned from her position. Since she was hired this past spring, we have heard from multiple people that she is very skilled and knowledgeable about planning and permits, so we think that it is unfortunate that she feels the need to move on. We both wish her the best of luck in her next position.

With her resignation we are predicting that some in our community, including perhaps one or two of you Commissioners, will try to blame the people of Oxford for her departure.

We caution everyone not to do so.

Anyone who blames townspeople for Ms. Williams' independent actions is, in essence, calling her a weak person who could not stand up for herself. We think that would be an unfair and mean characterization of someone who, from what we can tell, is an intelligent, independent, strong woman.

Ms. Williams has made clear, in her own words, that she feels that our citizen's efforts to ask for and understand the facts about how our Town government operates is a "constant bombardment of time consuming negativity." No one should stay in a job that causes them undue stress. If this is her view of the people she is employed to serve, it is a good choice for her to find another community. We applaud her commitment to finding the right position for her, her family, and her career. It shows courage and initiative.

Unfortunately, both Ms. Williams and Ms. Sharp inherited a Town Office that has many flaws and problems, which surely increase their workload considerably, just trying to overcome existing inefficiencies. However, **not a single person** we have talked to in Town blames either of them for the actions of their predecessors. Everyone we have talked to has been watching over the last months, to see if Ms. Williams and Ms. Sharp acknowledge shortcomings of how we do business

and strive to work with the people that they serve with as much openness as possible, or whether they persist in the existing inefficiencies and staunchly defend even obvious flaws.

Now that the Commissioners have a decision to make about opening another job requisition for a new Town Planner, **we urge you to be deliberate in your search and not rush to hire someone just to have the position filled.**

There are professional agencies that can provide talented temporary help to keep our Town running while we find the right fit. Since the Town is doing a search for a new Town Manager, **we believe that it would be prudent to use temporary help** until the new Town Manager can look at the office workload and be part of interviewing and hiring a new Town Planner.

Face facts: the Town of Oxford has not had a good year so far when it comes to staffing. Do not keep making the same mistakes over and over.

Sincerely,


Dan Kordell


Susan Kordell

**Dave & Rose Donovan
203 N. Morris St.
Oxford, MD 21654**

October 1, 2024

Re: Proposed Meeting Procedures

To the Commissioners:

Please accept this as our public comments on the Resolution that was passed at the last Commissioners Meeting concerning Rules for Conduct at Commission Meetings, and the proposals to amend that Resolution that we understand will be discussed at the workshop on October 2. To be clear, we are asking that this letter be made part of the public record.

The existing Resolution was passed by the Commission without any opportunity for public comment at the meeting in advance of the vote. We believe that doing so – and only inviting the public to comment on the Resolution at the end of the meeting, after the vote was already taken – is in violation of both the letter and the spirit of Section 3C-4 of the Oxford Town Charter, and that the Resolution should be amended to at least provide for a presumption that public comment be permitted at any meeting *before* a vote is taken regarding a municipal question.

The reasons for this suggestion are two-fold.

First, although the Charter provides that the Commission shall determine its own rules and order of business, it specifically requires in Section C3-4 that those rules “shall” provide a “reasonable opportunity to be heard at any meeting in regard to any municipal question.” That the Charter does not further specify *when* in the meeting such opportunity to be heard shall be provided is beside the point: an opportunity to comment on matters up for a vote only after the matter has been decided does not, on its face, provide a “reasonable” opportunity to be heard.

Second, we don't believe that postponing public comments until the end of a meeting advances any legitimate objective. The only reasons articulated in the Resolution enacted last week for deferring comments until the end of the meeting was that allowing comments during the meeting interferes with “efficiency” and “fairness.” But postponing comments until the end of the meeting, after the vote has been taken, achieves neither of those goals. Three minutes of commentary by any person during a meeting takes no more time than three minutes of commentary by any such person at the end of a meeting. Indeed, the only obvious consequence of deferring any opportunity for public comment until the end of the

meeting – after the vote already has been taken – is to discourage any comments at all. While that may make Commission meetings more “efficient,” it does so at the expense of an opportunity for citizens to be heard and for Commissioners to take those comments into account when deciding how to vote. Certainly, a procedure whose sole consequence is to *discourage* public participation is contrary to the requirement of the Town Charter that the Commission’s rules provide a “reasonable” opportunity to be heard. Moreover, even if some few minutes were saved by postponing public comments until the end of a meeting, the Commission’s typical agenda is neither so action-packed nor time-consuming that public comments on matters set for vote should be routinely postponed until after a vote has been taken.

Refusing to hear any public comment at the last meeting before the vote on this Resolution was passed was unjustifiable and, in our view, a violation of the Town Charter. *Even if* the Town Charter did not require an opportunity for public comment before that vote, nothing about this issue is so urgent for the Commission to have proceeded with a vote without first hearing from those in attendance.

Speakers at recent meetings have (justifiably) decried the sometimes acrimonious atmosphere at Commission meetings. The Commission’s refusal to hear from those present at these meetings before a vote is taken – especially on a matter, like this one, where there was clear public interest and a desire to be heard – simply exacerbates any bad feelings or ill-will. As we have said before, the Commissioners should be taking steps to reduce the temperature and ensure that citizens feel that they are being heard. Not providing for an opportunity for citizens to speak at a time when comments might actually impact the decisions being made simply exacerbates existing bad feelings and drives a further wedge between the citizens of Oxford and the Commission.

Thank you for your consideration of our comments.

Sincerely,



Dave & Rose Donovan

Dave & Rose Donovan
203 N. Morris St.
Oxford, MD 21654

September 18, 2024

Re: Proposed Meeting Procedures

To the Commissioners:

We are writing to comment on the proposed new procedures governing meetings of the Commission.

As a preliminary matter, it is unfortunate that we need such procedures at all. Although the little dust-up at the meeting a few weeks ago was unfortunate and inappropriate, it was a pretty unusual event (at least, from what we have seen or heard about in the past year or so) and does not seem to warrant any drastic regulation of public participation at Commission meetings.

As to the details of the proposal, we strongly object to any restrictions on the subject matter on which citizens may address the Commission and, even more so, to the proposed prohibition on answers by the Commissioners/staff to questions posed by citizens at Commission meetings.

With respect to the subject matter restrictions, it is not apparent what the point even is. Public comment should be solicited – and certainly not prohibited – on any matter that comes before the Commission. The notion that “the people’s work” should be conducted *without public comment* is (or should be) anathema to the very notion of the work of an elected Commission. Perhaps the proposed procedures are just poorly worded and something else was intended by this language, but we would be far better off saying nothing at all than to prohibit public comment “unless the meeting is opened for a public hearing.”

With respect to the procedures governing public comment at the end of a meeting, the blanket prohibition against any answers to any questions asked of the Commission or staff is as bad an idea as any that could be proposed. This sort of prohibition is exactly what led to so much of the public outrage during the aftermath of the firing/retirement of the police chief last year. There are almost no circumstances that justify a refusal by the Commissioners to respond to any and all questions by the public about any matter that is or has been before the Commission. Certainly, there will be topics that the Commissioners may be prohibited from addressing due to, for example, legal prohibitions (such as certain

employee matters), but a procedural rule requiring that Commissioners simply sit mute in response to questions or concerns raised by the public is fundamentally disrespectful of the voters.

We are a community of fewer than 700 residents, only a small handful of whom typically attend public meetings. The notion that the Commission is too busy or has too many matters before it to take the time to hear *and respond* to questions and concerns raised at meetings does not bear scrutiny. If one or more Commissioners decides that they simply are not going to respond to a question raised, we can let voters decide at the next election (or even sooner on a recall petition if warranted) whether that refusal to speak is acceptable behavior. But the language in the proposed procedure is that questions asked "*will not be answered,*" and no Commissioner should be permitted to fall back on such a prohibition as an excuse to hide behind for a failure to respond.

We also disagree with the suggestion that it might be appropriate to require commenters to pre-register. This is a very bad idea for at least three reasons: First, the agenda often is not released sufficiently in advance of a meeting to enable people to "pre-register" to make a public comment. Second, even if it were, there is no good reason to bar anyone who did not see it in time to seek to pre-register to make a comment. Third, comments often spark a desire by others to speak either in agreement or disagreement with the comments made. This proposal seems designed to discourage public comment rather than to encourage it.

We do agree, however, with the proposed requirement that those seeking to comment sit at the table and speak into the microphone. The current practice of requiring staff to move around the room with the microphone both causes delay and leads to repeated disagreement about who gets to hold the microphone while speaking.

The proposed three-minute time limitation on public comments also seems reasonable.

We also very much agree with the proposed prohibition on "cheering, booing, [or] interrupting during the meeting." Given how relatively few people attend these meetings, there is no reason to believe that those who do so are representative in any respect of the views of the broader population. The vocal support (or opposition) by those in attendance to the comments of others certainly could discourage some individuals from commenting at all, even though their opinions may well reflect the view of a significant number (and perhaps even a majority) of those not in attendance.

Finally, the proposed requirement that anyone who wants to record the meeting do so from a designated area also seems like a very good idea. There is no reason that anyone should be allowed to stick a recording device in front of someone offering a public comment, which is both rude and could discourage people from commenting at all.

We all need to do things to take the temperature down a few notches at these meetings. As discussed above, key aspects of this proposal would restrict public comment and discussion on matters that either are before the Commission or of concern to members of the public. Doing so simply exacerbates existing bad feelings and drives a further wedge between the citizens of Oxford and the Commission. The Commission cannot do the "work of the people" by hiding behind procedures that prevent the people from having an open dialogue with their government.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave & Rose Donovan". The signature is stylized and cursive, with a large loop at the end.

Dave & Rose Donovan

From: Davenport West <davenportwest3@gmail.com>
Sent: Sunday, September 29, 2024 2:22 PM
To: Norman Bell; tcostigan@goeaston.net; Katrina Greer;
oxfordclerktreasurer@goeaston.net; Lyndsey Ryan
Subject: For the record of Oct 8th meeting

9/30/24

Dear Commissioners.

I am asking these 3 questions well in advance of the next meeting in hopes of getting a response, also that it be **entered into the record.**

FROM MEETING MINUTES JULY 23, 2024

*"Currently reviewing on how to streamline office duties, one being transcribing meeting minutes. have found a new product called Turboscribe, which is an AI product. You take your recording and drop it in the program, it will translate every word for you from everybody's ah, ooh, or whatever. I tried the program out and you still have to make edits by adding names of the speakers and/or shorten the wording. To subscribe to the program would cost \$120 annually. I ask the Commissioners for approval to move forward with **Turboscribe**. Town Attorney Lyndsey Ryan confirmed that **meeting minutes no longer need to be typed**. We can use only the meeting stream and you can hear the audio, make it available on the Town website, you no longer have to complete typed minutes. Storage of the meetings have to be for five years, either stored on the website or on a CD, with one year on the website. If all meetings are streamed live, **they would be able to go up on the website immediately**. Having a video would be the same as typed minutes, as you would see who is speaking. Commissioner Greer motioned to purchase Turboscribe. Commissioner Costigan seconded the motion, all were in favor and the motion carried."*

*"Next, I would like to introduce a product called **BoardPAC** that will help streamline any agenda items for any committee. Many governments use this product to support and manage their agendas as well as assist with their meeting minutes. Helps streamline delivery of meeting packets by sending them via email. It is an annual or monthly subscription and you can cancel at any time. Will request a demo."*

1. I believe that currently the agendas are supposed to be available on Thursday with a deadline of Friday for public comment and questions to be submitted. Doesn't seem to give the public much time. **Will not the BoardPAC program assist in getting agendas done quicker?**
2. Turboscribe was approved but apparently not being used, since the last minutes posted are July 23. **Why is this not being used?**
3. There still seems to be confusion about getting letters into the record, I believe Lindsey cleared that up at the last meeting, but what about past letters that never made it. I have several, leads one to

believe that our letters are being censored. I even asked Vicky to correct this before a meeting and was told it was taken care of – but it wasn't. I know all letters cannot be read, but they do need to be acknowledged and posted for that week's meeting minutes. **Will this begin to happen -or be ignored again?**

Davenport West

From: Davenport West <davenportwest3@gmail.com>
Sent: Tuesday, October 1, 2024 3:13 PM
To: Norman Bell; Katrina Greer; Lyndsey Ryan; oxfordclerktreasurer@goeaston.net; Tom Costigan
Subject: Fwd: Committee membership

For October 8th record

RE SENDING BECAUSE THIS WAS NEVER PUT ON RECORD OR ANSWERED

On Wed, Sep 4, 2024 at 12:36 PM Davenport West <davenportwest3@gmail.com> wrote:

Dear Commissioners,

I read in past minutes that for committee openings there would be interviews. Having just received a rejection letter for both Planning and Zoning and the Historic committee, I am curious as to when the interviews were and did I miss something? I am still waiting to hear about the Ethics Board vacancy.

see below:

4/11/2023

"She also noted there were several board openings coming up and if citizens were interested, they should send an email expressing such and also note if they are interested in a specific board. As was done six months ago, interviews would be arranged for the interested citizens and information would be provided to the Commissioners."

Since the Historic Board members have not changed (On the web site) I wonder if a new member has been chosen yet.

If there is not an interview I would like to know what the exact process is. I am especially interested because I spent 10+ years renovating historic homes in Oxford, and an additional 7yrs of renovation work in Historic Annapolis. Naturally, along with this work there were lots of permits.

This information was included on my volunteer application.

Looking forward to an answer from someone.

Davenport West

From: Davenport West <davenportwest3@gmail.com>
Sent: Tuesday, October 1, 2024 3:14 PM
To: normanbell45@gmail.com; Katrina Greer; Tom Costigan; Lyndsey Ryan;
oxfordclerktreasurer@goeaston.net
Subject: Re: Committees

AGAIN NEEDS TO BE PUT ON RECORD. OR ANSWERED for Oct 8th record

On Sat, Sep 7, 2024 at 8:06 AM Davenport West <davenportwest3@gmail.com> wrote:

Dear Commissioners,

I have just noticed in the next meeting agenda that Jenny Stanley is being sworn in for another term on Historic. I am curious as to why this is happening since she has already completed a term and others have expressed interest in becoming a member.

I would like an explanation, rather than the standard procedure of ignoring these inquiries.

Davenport West

From: Davenport West <davenportwest3@gmail.com>
Sent: Tuesday, October 1, 2024 3:14 PM
To: Norman Bell; tcostigan@goeaston.net; Katrina Greer;
oxfordclerktreasurer@goeaston.net; Lyndsey Ryan
Subject: Was sent earlier and never acknowledged

TO BE ENTERED INTO THE RECORD

Dear Norman,

According to the town charter

– ***“All meeting [meetings] of the Commissioners shall be open to the public, and the rules of the Commissioners shall provide that residents of the Town shall have a reasonable opportunity to be heard at any meeting in regard to any municipal question.”***

Other rules or regulations have been developed over the years and became effective by tradition. Which I might add is a concept that you do not agree or abide by as evidenced by the fact that you are Commission president, breaking a long-standing tradition.

Now it appears you are also forgetting one of your primary election platforms of bringing more “openness” The proposed new meeting protocols is a good example of shutting down the citizens. At the last meeting you told a citizen who had a statement or question “*I’ll give you a minute*” It was insulting at best.

Now you are trying to add things like relevant business –who decides that - isn’t any citizen’s question relevant? And worse yet you are trying to eliminate questions, by saying they will not be answered. Isn’t that how we got in a transparency mess in the first place. What happened to your “openness”? Now you are trying to limit the time allowed to speak, this is completely unreasonable. Why should you have the power to shut down comments and leave people out, it could be viewed as biased.

Your words “***Obey the direction of the President as to when and how long you may speak***” You are not a dictator, you are an ELECTED official of the people. We put you in office and we can remove you from office. But if you continue to try to stifle the voice of the people you may have a recall on your hands.

You say the meetings are to do the work of the people, isn’t the work of the people to be heard and to ask questions?

This may be corny, but as Abe said “***government of the people, by the people and for the people***” you would do well to remember that.

This attempted repression of the public will not stand.

Davenport West

oxfordclerktreasurer@goeaston.net

From: David Ober <cedarbrookfarm@me.com>
Sent: Tuesday, September 24, 2024 8:24 AM
To: oxfordclerktreasurer@goeaston.net
Subject: For Public Comment

I support the "Commissioners' Meetings" protocols outline as presented by President Bell on September 10th.

DAVID OBER
104 Tred Avon Ave

From: David Russell Poe <davidrussellpoe@gmail.com>
Sent: Tuesday, October 1, 2024 11:11 AM
To: nbell@goeaston.net; Katrina Greer; tcostigan@goeaston.net
Cc: oxfordclerktreasurer@goeaston.net
Subject: Draft Entitled, "A Resolution for the Commissioners of Oxford Defining Commissioner's Meeting Procedures and Norms Related to Public Comments and Questions"

To the Commissioners of Oxford:

Please accept the following as my public comments as an individual on the Draft Resolution entitled, "A Resolution for the Commissioners of Oxford Defining Commissioner's Meeting Procedures and Norms Related to Public Comments and Questions", that was published on September 30, 2024 ("the Draft Resolution"), with notice that it will be taken up during the Workshop scheduled for October 2, 2024.

The Draft Resolution contains many flaws, only some of which are discussed below:

- (1). The Draft Resolution is based on unfounded assumptions and premises. The first WHEREAS clause quotes the Oxford Town Charter as granting residents "a reasonable opportunity to be heard at any meeting with respect to any municipal question." However, subsequent WHEREAS clauses confuse the opportunity to be heard with the opportunity to speak. They are not the same. The opportunity to be heard is granted to citizens who decide to read the posted agenda for any meeting, and thereafter to make their views known to the Commissioners by letter or email prior to the meeting to which the agenda relates.
- (2). The subsequent WHEREAS clauses assert that meetings of the Commissioners are for the purpose of allowing oral comments from citizens regarding town business coming before the Commissioners. That is not only incorrect, but it is also a misapprehension of the function of Commissioner meetings. The purpose of Commissioner meetings is to conduct the business of governing the Town. The Maryland Open Meetings Act requires such meetings to be conducted within the full view of the public, with only limited exceptions, but it does not require that members of the public be allowed to speak at such meetings.
- (3). Section 1 of the Draft Resolution is largely duplicative of the provisions relating to decorum in existing Resolution No. 2417, and thus unnecessary.
- (4). Section 2 of the Draft Resolution would completely undermine the agenda process for conducting town business, and thus may well be unlawful under the Open Meetings Act. Moreover, it effectively would mean that what would be discussed at Commissioners' meetings would be utterly unpredictable as to subject matter, regardless of the priorities of Town business or the needs of the public.
- (5). Section 3 of the Draft Resolution, operating in conjunction with Section 2, would deprive the Commission President of the discretion to manage the meeting by restricting his/her ability to control the extent to which public comment is permitted at the meeting as well as the matters discussed at the meeting, as well as agendas of future meetings. As with Section 2 of the Draft Resolution discussed in the preceding paragraph, this provision may well be in violation of the Open Meetings Act.
- (6). Section 4 of the Draft Resolution relating to media recordings, to the extent that it prescribes standards that go beyond what is set forth in Resolution No. 2417, provides detailed guidelines that are unworkable. It is not reasonable to expect the Commission President to determine what would "obstruct the line-of-sight between the Commissioners and the area where the majority of attendees are seated", as would be required by Section 4.b.(1). Nor would it be

reasonable to require the Commission President to determine "the average eye level of a seated attendee" as Sections 4.b.(2) and 4.b.(3) would require.

For all of the foregoing reasons, the Draft Resolution should be rejected in its entirety.

Respectfully,

David R. Poe
301 North Morris Street
Oxford, MD 21654

Sent from my iPad

**David R. Poe
301 N. Morris Street
P.O. Box 163
Oxford, Maryland 21654**

September 19, 2024

Commissioners of Oxford
PO Box 339
Oxford, MD 21654-0339

**RE: Comments On Proposed Meeting Procedures Circulated at the
Commissioners' Meeting of September 10, 2024**

Dear Commissioners:

The following represent my comments as an individual to the proposed Meeting Procedures that were circulated at the last Commissioners' meeting on September 10, 2024.

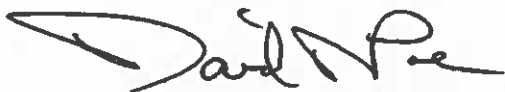
First, the fundamental approach of having meetings of the Commissioners being driven by an agenda published ahead of time is sound and consistent with the Maryland Public Information Act. There should be an established cut-off date by which agenda items may be proposed so that the agenda may be made available to the public by posting/publication. This procedure will allow all interested citizens to be aware of items coming before the Commissioners for decision, and to express their views to the Commissioners before the meeting during which the items are to be considered. Of course, there needs to be provision for the Commissioners to consider items on an emergency basis, without prior publication, but that should be only if exceptional, unforeseeable circumstances require it.

The preferred method by which citizens should pose their questions and/or state their concerns regarding Town government should be in written form, either in written documents or emails, addressed to all Commissioners. Again, this is consistent with the Maryland Public Information Act. Of course, the Commissioners have the discretion to schedule meetings for the purpose of receiving public oral comment, or to allow a portion of any regular Commissioner meeting to be devoted to receiving such public comment. However, the proposed Meeting Procedures have it essentially right that the regularly scheduled Commissioner meetings should be mostly for the open process of Town government to operate: i.e. to receive information relevant to the needs of the

Town, to consider solutions to the issues presented and to make decisions in the Town's best interests.

Third, reasonable restrictions on personal conduct of members of the public attending meetings of the Commissioners are not only appropriate but necessary. There are dozens if not hundreds of meetings, at all levels of government within Maryland, in which the public is permitted if not encouraged to attend, and most of them have rules of public conduct. Some are judicial, such as the various courts, some are legislative and some are administrative. But all require that public participation and dialogue not be disruptive. In all that I am aware of, the presiding officer has the authority to rule on the orderly conduct of individuals and exclude from further participation those whose conduct is determined to infringe on the rights of others in attendance. Without commenting on the specifics of the public conduct provisions of the proposed Meeting Procedures, I wholeheartedly support the concept.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David R. Poe". The signature is fluid and cursive, with a large initial "D" and "P".

David R. Poe

oxfordclerktreasurer@goeaston.net

From: Debbie Krolicki <oxfordrebellion@gmail.com>
Sent: Sunday, September 29, 2024 9:12 AM
To: oxfordclerktreasurer@goeaston.net
Subject: Fwd: Limiting Public Comment

I misspelled your email, and am resending this to you Vickie.

Thank you.
Debbie Krolicki

----- Forwarded message -----

From: **Debbie Krolicki** <oxfordrebellion@gmail.com>
Date: Sun, Sep 29, 2024 at 9:09 AM
Subject: Limiting Public Comment
To: <tcostigan@goeaston.net>, <nbell@goeaston.net>, <oxfordclerktreasurer@goeaston.net>

Please thoughtfully consider an amendment to the resolution that you proposed and passed on limiting public comment. The premise that the meetings are unruly is exaggerated. One meeting seemed to get testy, but you were able to easily tame it. To pass a resolution to squelch public comment is not demonstrating transparency or exercising the 1st Amendment. Please reconsider a counter proposal that will allow citizens to have a voice in their local government.

I am also voicing my regret that the workshop that you will be discussing this is held at 10AM, when many of our active residents are working and cannot attend. I hope you will allow public comment at this workshop to hear and heed what those in attendance might contribute.

Thank you.
Debbie Krolicki

Please enter this as an attachment to the next meeting minutes.

From: deborah pulzone <deborah.pulzone@gmail.com>
Sent: Friday, October 4, 2024 7:42 AM
To: Norman Bell; Tom Costigan; Katrina Greer
Cc: Lyndsey Ryan; oxfordclerktreasurer@goeaston.net
Subject: Town meeting

Dear Commissioners,

First I'd like to thank you for the workshop last Wednesday. It displayed your ability to work together and to make compromises.

Since we currently have an ordinance that was passed in the last regular town meeting regarding decorum, in my opinion, taking your time to tweak this is fine. Having an ordinance already in place allows you to not rush on the changes being made which in turn allows you to focus on more timely issues while the process is underway.

Because you took the time for the workshop and are possibly still giving this your top attention I am hoping that at Tuesday's meeting we will have a definitive answer as to whether or not the strand project is in compliance with the contract. If it is, great. As I rode my bike by there yesterday this seems questionable. Plus I did miss the walk around that I think took place and keep forgetting to ask how it went. If the project is not in compliance we should know who have you spoken with and what is the time line for completion. This can't wait. It is the fall planting season and if more grasses are needed it must be done very soon. Mother Nature is on her own time schedule and is not paying any attention to ours.

I thank all of you for your hard work.
Deborah Pulzone

PS this does not need to be read or posted in any meetings unless you feel otherwise.

oxfordclerktreasurer@goeaston.net

From: Henry Hale <henryshale@gmail.com>
Sent: Tuesday, October 1, 2024 12:14 PM
To: Norman Bell; Pat & Tom Costigan; Katrina Greer; oxfordclerktreasurer@goeaston.net
Subject: Sad Day in Oxford - Please post

Norm, in my 35 years in Oxford, I have never been so disappointed in our town government.

I have been reading your proposal regarding the Commissioner Meeting conduct and I am absolutely amazed that you would consider this proposal.

I have been in your shoes (two years as President of the Commissioners) so I understand what a difficult job it is. I never cut anyone off and always responded to questions. You are the one that raised your right hand to be President as your very first act as commissioner. You ran for commissioner on a platform of openness. By stifling the resident's questions and concerns you show that you are not willing to govern as you promised

By telling residents that their questions will not be answered or will be answered at a later date shows a total lack of openness or concerns of the rights of the taxpayers in Oxford. This is not openness or transparency!

Your total disdain for a fellow commissioner is palpable. She and the residents of Oxford deserve better. You have the opportunity to move our town forward. What you are proposing is pushing us back in so many ways.

Please do the right thing and make our town government more open, not more closed.

Henry Hale

--
[Henry S. Hale](mailto:Henry.S.Hale@haleproperty.com)
[Oxford, MD 21654](mailto:Henry.S.Hale@haleproperty.com)
[410-829-3777](tel:410-829-3777)
www.haleproperty.com

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From: Jan Greenhawk <jgreenhawk2@gmail.com>
Sent: Monday, September 30, 2024 4:25 PM
To: Norman Bell; Greer Katrina; Tom Costigan; oxfordclerktreasurer@goeaston.net; Lyndsey Ryan
Subject: Letter to be read into the next town meeting minutes

To the Town Commissioners,

I am shocked at the hypocrisy of two of you, Mr. Bell and Mr. Costigan, regarding the right of citizens to ask questions and share opinions regarding agenda items verbally at public meetings.

Our country, state, county, and town are built on the concept of citizen participation and the responsibility and duty of our elected officials to allow discourse at public meetings. Your idea, presented in at least one of Mr. Bell's proposals, is that speech by citizens is restricted in meetings to written opinions sent to the Commissioners prior to the meeting or to public comment at the end of a meeting after all decisions are made. This is contradictory, and quite frankly, nonsensical if you TRULY want citizen input. In fact, I think it proves that you do not want public comment at all, but wish to operate in a vacuum of the two of you and the people you favor in town. You have created a town consisting of those who will be heard and those who will not be heard all based on your personal biases.

Commissioner Bell, you may have forgotten that during your campaign, you vowed "openness." You and your supporters campaigned on the fact that Mr. Coder would not participate in a forum/debate between the two of you. At that time, you told citizens of the town that they should not vote for a man who was unwilling to stand before them and present his positions and answer questions. How odd that you would campaign on that idea and now that you have been elected, do just what you said was wrong. Hypocritical does not adequately describe your recent actions.

In my recent article in the Easton Gazette, I shared a quote from Justice Brandeis:

*Those who won our independence believed . . . that it is hazardous to discourage thought, hope and imagination; that fear breeds repression; that repression breeds hate; that hate menaces stable government; that the path of safety lies in the opportunity to **discuss freely supposed grievances and proposed remedies.***

Even more important than that is the fact that our town charter, the rules you are bound to follow, says the following in section C3-4:

All meeting [meetings] of the Commissioners shall be open to the public, and the rules of the Commissioners shall provide that residents of the Town shall have a reasonable opportunity to be heard at any meeting in regard to any municipal question.

This does not mean for citizens to write you a letter that you can then read privately and post after the meeting and after decisions are made. It does not mean that you get to decide which items and decisions are open to citizen input. It means to be "**at any meeting in regard to any municipal question.**"

I'm not surprised that you have taken this approach to governance of the town. In the past 19 months, the Commissioners have circumvented the will of the citizens of Oxford by forcing the retirement of our respected chief, hired a replacement without proper advertising (he only lasted nine months), approved the destruction of our Strand Shoreline by a company that has deceived the town by promising one thing and delivering another, supported a Town Manager who has unilaterally spent the town into deficit and who hired a replacement for her who was a convicted child molester, appointed the loser of an election to a Commissioner's post without citizen input, allowed a man who

has slandered citizens of the town to remain on the town's ethics committee, allowed town employees to insult the citizens of our town on social media without any repercussions, and appointed those favored by the Commissioners onto town committees and commissions while other more qualified candidates had applied but were ignored.

While not all of you participated in all those actions, Mr. Costigan was in office for all of them. Mr. Bell, you have continued the practice of shutting out the people. Many citizens feel their opinions are being ignored.

And let's talk about your demeanor at meetings. Mr. Bell and Mr. Costigan, you need to examine how you react to the people of the town. At times, both of you have been rude, disrespectful and dismissive. In the latest meeting, Mr. Bell's actions were so bad that a television reporter from WBOC in Salisbury came to Oxford to find out what was going on here. She saw the livestream of the meeting and was shocked at Mr Bell's actions and decided to do a story.

Not only that, but you had the gall to vote on a proposal without people getting to read the alternative before you voted. You knew all the options were either not posted or the wrong versions were posted. The confusion in the meeting should have postponed the vote. Instead, Mr. Bell yelled at people to sit down and "not talk back" because he was frustrated and embarrassed about voting on something when he knew it was wrong.

You have forgotten who you serve. You seem to think you serve a small group of ten to fifteen people, some who no longer live in this town anymore. That is not how it should be.

Now you are having a workshop on a resolution you have already passed and we don't know if you will allow public comment. Unfortunately, you couldn't even commit to accepting what could be good ideas from the citizenry.

You need to hear citizen's opinions, not suppress them. In fact, you should welcome them. Only people who are afraid of what they will hear, are afraid of being exposed, afraid of not being in full control won't accept citizen ideas and questions.

If that describes you, resign your position because you should not be a Commissioner.

Commissioner Greer, thank you for being the only Commissioner who welcomes citizen opinions.

Instead I hope you will do the right thing.

Jan Greenhawk
100 Willows Avenue
Oxford
410-463-3868

From: Carin Starr <cstarr7@gmail.com>
Sent: Tuesday, October 1, 2024 10:54 AM
To: Norm Bell; tcostigan@goeaston.net; Katrina Greer; Vickie Sharp
Cc: hb
Subject: Town of Oxford Public Comment Resolution

Dear Commissioners and Vickie, Town of Oxford Treasurer,

We urge you to rescind the Public Comment Resolution passed at the last Commissioners meeting. As stated in the Town Charter, *“all meetings of the Commissioners shall be open to the public, and the rules of the Commissioners shall provide that residents of the Town shall have a reasonable opportunity to be heard at any meeting in regard to any municipal question.”*

Transparency and encouragement of community inclusion in decisions pertaining to the Town are vital to a thriving community where its citizens feel respected and engaged. Leading by example is imperative and begins with civil, respectful dialogue. The recently passed ‘Public Comment Resolution’ supports neither civility or respect.

Respectfully,
Hugh ‘Jock’ Beebe and Carin Starr

803 S. Morris Street

--
Carin Starr
PO Box 132
Oxford, MD 21654
419-215-8938
cstarr7@gmail.com

oxfordclerktreasurer@goeaston.net

From: susan delean-botkin <sdel@hotmail.com>
Sent: Monday, September 23, 2024 6:38 PM
To: Vickie Sharp
Subject: Fw: Commission meetings

I am a fairly new resident to Oxford - nine months. I love living here and want things to run smoothly. I was a math teacher and fully realize how important it is to have rules that can be easily followed. It makes all the difference in the classroom, school and in this case - The Town.

Sincerely,

John Michael Delean
202 3rd St/
Oxford, Md. 21654

From: John Hockmeyer <hockmeyerj@gmail.com>
Sent: Monday, September 30, 2024 3:51 PM
To: nbell@goeaston.net; tcostigan@goeaston.net; Katrina Greer
Cc: oxfordclerktreasurer@goeaston.net
Subject: Comment on Public Comment Resolution; working sessions

Dear Commissioners of Oxford,

First of all, thank you for serving as Commissioners. The role requires diligence and a servant-leadership mindset to work for the benefit of others. It is with that perspective that I would like to comment on the recent Public Comment Resolution.

I have been one of many quiet citizens in Oxford patiently waiting to see how the new Town Commission will govern. The most recently proposed Public Comment Resolution alarmed me. Transparency is the antidote to Conspiracy, so supporting public debate and making supporting information accessible is a core competency of high-functioning governance.

A proactive governing body should want to empower their constituents to understand both the rationale and costs of any course of action impacting the citizens, more so for persons don't agree with the recommended course of action. It should be anticipated that some citizens will not agree with any given decision, but the *Why* (rationale) and *How* (budget) of decision making should be transparent to all citizens. Our business is not one of a private entity, but rather a taxpayer funded town.

I believe Oxford's Public Comment resolution should support transparency, accessibility, and accountability for both the citizens of Oxford as well as the Commissioners.

- Any town business that is a change from the status quo, or sets a precedent, should have both the rationale and budget impact made available to the citizen taxpayers days prior to a vote.
- Citizens should have the right to speak freely (albeit constructively) in a reasonably time-bound manner. Both support and opposition for any give policy should be anticipated.
- Any discourse of the Commissioners (or a sub-committee) that is not legally required to be addressed in Closed Session, should in fact be discussed in Open Session. This is common in high-functioning organisational governance.
- Any town business for vote should be presented with a 1) policy rationale, 2) both the short and long-term sustainable funding solution in support of the decision, and a 3) risk assessment for taking/not taking the proposed course of action. This would demonstrate to the citizenry that the Commissioners consider the short and long-term needs of all citizens prior to setting policies.

Not every decisions will be universally supported, but every citizen has the right to be heard and to understand the rationale of the town's leadership in proposing new and sustainable courses of action

Thank you again for your dedication to our great little town of Oxford.

- John Hockmeyer

John Hockmeyer
4517 Bachelors Point Court, Oxford MD
hockmeyerj@gmail.com

From: Larry Myers <larrymyers204@gmail.com>
Sent: Tuesday, October 1, 2024 4:07 PM
To: nbell@goeaston.net; tcostigan@goeaston.net; Oxford Commissioners
Cc: oxfordclerktreasurer@goeaston.net
Subject: Public Workshop on Resolution No. 2417, Rules of Conduct at Commission Meetings

The Commissioners have scheduled a public workshop on Wednesday, October 2, 2024, to consider possible amendments to Resolution 2417, Rules of Conduct at Commission Meetings, adopted on Tuesday, September 24, 2024.

The undersigned resident of Oxford submits these comments and requests for consideration at the workshop, and for inclusion in the public record thereof.

1. Resolution 2417 was adopted by a Commission majority with no opportunity for advance written public comment on the draft due to late posting, while an alternate proposal had not been posted at all due to limited staffing absent a Town Administrator.. The majority prefaced their approval by promising a public workshop to consider amendments to the Resolution based on the alternative proposal and public input.
2. In my view, Resolution 2417 has both legal and practical defects that could easily be remedied by alternative language. More fundamentally, I share the significant public concern that the basic premise of the adopted rules of conduct for Commission meetings is a misguided perception by some Commissioners and staff that the efficient conduct of public business will be significantly hindered by adequate public participation at Town meetings.
3. Organized and polite/respectful public discussion with Commissioners and staff is indeed a proper and desired component of the conduct of Town meetings. But the current rules of conduct are overkill. They not only impinge upon, but fundamentally deny, the rights guaranteed by the Town Charter and State Law, rights that Oxford citizens know they have traditionally been accorded, are necessary for good governance, and which which will cause a growing backlash if they are not respected. Current political tensions among the citizenry are the result of recent lapses in openness, transparency, and the appearance of evenhanded access to what should be public information by all citizens of Oxford. These mistakes can be corrected.
4. The provisions in the alternative draft in Section 1 (Decorum) and Section 3 (Comments and Questions) should be substituted for corresponding (and conflicting) provisions in Resolution 2417.
5. The Oxford Town Charter states that “all meetings of the Commissioners shall be open to the public, and the rules of the Commissioners shall provide that residents of the Town shall have a reasonable opportunity to be heard at any meeting in regard to any municipal question.”
 - a) Asking for advance written public comments on forthcoming agenda items is one efficient way to conduct Commission business, but this process only works to the extent that the agenda items are adequately described, are posted sufficiently in advance of meetings, actionable drafts are posted in their entirety where they can be accessed for public review, and such items are not changed at the meeting. This has often not been the case, and it is made more difficult by the temporary absence of a Town Administrator.
 - b). Actionable agenda items, particularly draft language, can be - and usually are - clarified and modified during the give and take of discussion among Commissioners, staff, and the public. This is a vital part of the process of Commission action, and the public should not be prevented from participating, subject to practical and reasonable rules on speaker identification, time limits, and clear relevance of comments and questions to the actionable item being addressed. It is

also reasonable that each speaker should be recognized to speak, and that they should address the Commissioners and staff, not the public in the room.

c). Legally, advance public comment is no substitute for the opportunity to comment “at any meeting.” The Commissioners can set procedural rules of conduct, but they cannot abridge this Charter right. Nor is provision in meeting procedures for public comment at the end of Commission meetings an adequate substitute for the ability to comment on actionable items (i.e. those to be voted on) before any vote is taken. The practice of allowing public comment at the end of meetings is designed to being forward comment on issues the public may have in addition to actionable agenda items, as a way to alert and educate Commissioners, staff and the rest of the Town to undisclosed matters - problems, challenges and opportunities.

d). For the same reasons, Commissioners and staff should answer germaine questions when asked by recognized speakers, whenever possible. Answering questions promotes clarity, promotes trust, and makes the Commissioners accountable. If an immediate answer cannot be provided, the proper response is to note the question for the record and arrange for a timely response in writing after the meeting, or at the next meeting. Exclusively relying on written answers after the meeting is cumbersome, consumes staff time, and usually does not provide timely information. While it may be positive to avoid “debate” with members of the public during meetings, this is not the same thing as endeavoring to facilitate clarification and the provision of relevant information.

I look forward to a productive discussion by all participants at the scheduled workshop, and, if need be, further meetings. The benefits to town governance, and to the long-run political climate in Oxford will be well worth the effort.

From: rsommerlatte@gmail.com
Sent: Thursday, September 26, 2024 9:25 AM
To: 'Norm'; Tom Costigan; Katrina Greer
Cc: oxfordclerktreasurer@goeaston.net
Subject: Public Comment

-Please read this at the next meeting and publish it with the minutes of the meeting.-

Honorable Norman Bell, President of the Commission
Honorable Thomas Costigan, Commissioner
Honorable Katrina Greer, Commissioner

The last public comment at this week's Commissioners Meeting was given by Russ Grey. I believe Mr. Grey to be an honorable man and was chagrined by his comments. What was the purpose of his meandering story, laced with misrepresentation of facts, other than to slander Commissioner Greer? By casting aspersions in a public forum, he made an excellent case for not having public comment since it did not advance the discussion but rather disrupted it with unsubstantiated suggestions that Commissioner Greer was not "collaborative." His discourse was in direct opposition to the legislation that was being discussed – civility in communications. Moreover, the assertions he made were incorrect and advanced an intellectually dishonest argument.

In pillorying someone for a lack of cooperation when the evidence is in direct opposition makes one ask the question, "Why would you do that"

What we saw in the discussion of the legislation was a difference of opinion about how public input to the process should occur. I saw no animus in the discussion among the Commissioners. There was a lack of competence demonstrated in the Commissioners' inability to have the documents under discussion in hand. They were not adroit in their discussions and unfortunately came off as arbitrary and capricious. Writing good legislation is difficult and fraught with unintended consequences. It would seem that having the document to be voted on in hand would be a first step. Pushing the unreviewed/discussed latest document to a vote without inspecting the point of concern about how and when public input should occur - could be seen as an uncollaborative approach. I would not but do see it as a demonstration of producing flawed legislation.

To suggest that mistakes made in the past and need be corrected, flies in the face of many of our direct experiences. Take for example the Strand project. Four major components of the project were not completed yet the project was signed off and closed out as complete. All monies for the contract were distributed to the contractor. Identifying this as a problem and working to resolve it is building the Community not tearing it down. In defending the sign-off on the project and instead, focusing on suggesting that soliciting constituents' views at a gathering is criminal is a deflection that at best represents muddled thinking but then leads folks to speculate about why the sign-off happened, tearing down confidence in the governing body.

Thank you,

Mac Sommerlatte
501 E. Strand PO 341
Oxford, MD 21654
302-598-1235

From: Pat <creekside203@atlanticbb.net>
Sent: Tuesday, October 1, 2024 5:25 AM
To: Madi Yates
Cc: oxfordclerktreasurer@goeaston.net; Bill Dial; John Yates; John Devlin; Susan Devlin; Simon Ariston; Devismes Sharp; jennstanley@verizon.net
Subject: Re: Suggestion for South Street left turn to Morris Street

Many thanks Madi for communicating this concern. After living on South Street for almost 25 years I consider it a miracle that I haven't been in an accident at that corner. I wholeheartedly support your suggestion! 🙏 . Pat Ingram
Sent from my iPhone

> On Oct 1, 2024, at 1:12 AM, Madi Yates <hmsindy57@gmail.com> wrote:

>
>

> First of all, thank you for your excellent communication in what is a difficult task! Having worked in corporate as an executive during my career and also in various volunteer opportunities, dealing with people who have decided to be difficult is not easy, nor for the faint of heart. Communication is key and I find your ongoing communication to be very clear and helpful.

>

> I live on South Street. Turning left onto Morris Street is always a challenge and only becomes more difficult when more cars are parked in town. Our vision is generally partially blocked to oncoming cars from the left by parked cars and often completely blocked. This left turn is just "an accident waiting to happen" as the saying goes.

>

> I would like to propose the installation of a circular convex mirror at the diagonal corner across the street. These circular convex mirrors allow one to see if there is any oncoming traffic from both the left and the right before pulling out. I have included a visual example for clarity. One of our town's engineering types would be able to analyze which version is most applicable and how/where it would be mounted.

>

> Are you able to forward this proposal to the Commissioners on my behalf? Does this need to be more formal?

>

> Thank you for your assistance.

>

> Madi Yates at 228 South Street

>

> Copied several other South Street residents

> <Screenshot_20241001_070356_Amazon Shopping.jpg>

oxfordclerktreasurer@goeaston.net

From: dc2ox4d@verizon.net
Sent: Tuesday, September 24, 2024 8:36 AM
To: Vickie Sharp
Subject: Fw: Simple courtesy during town meetings

Vickie,
This is the second letter I referenced that was sent to Lisa on Sunday.
Thank you,
Tom Costigan

----- Forwarded Message -----

From: Mary Jordan <mary422jordan@gmail.com>
To: "townoffice@easton.net" <townoffice@easton.net>
Sent: Sunday, September 22, 2024 at 01:59:59 PM EDT
Subject: Fwd: Simple courtesy during town meetings

To All:

I totally support the meeting protocol Norm Bell proposed at the Commissioners meeting.

Thanks.

Mary Jordan

oxfordclerktreasurer@goeaston.net

From: oxfordmanager@goeaston.net
Sent: Wednesday, September 25, 2024 11:05 AM
To: Vickie Sharp
Subject: FW: Commissioners Meeting Management

Thank you,

Town Manager
PO Box 339
Oxford, MD 21654

410-226-5122
oxfordmanager@goeaston.net

From: Dominic Terrone <mickterrone@hotmail.com>
Sent: Tuesday, September 24, 2024 12:31 PM
To: oxfordmanager@goeaston.net
Subject: Fw: Commissioners Meeting Management

Hi Vickie. Please see below.

Mickey Terrone

From: Dominic Terrone <mickterrone@hotmail.com>
Sent: Tuesday, September 24, 2024 12:25 PM
To: Oxford Town Hall Cheryl Lewis <oxfordclerk@goeaston.net>; oxfordplanner@goeaston.net <oxfordplanner@goeaston.net>
Subject: Fw: Commissioners Meeting Management

Hello Vickie. I want to be certain you have received this email I had sent to the 3 commissioners.

Thanks.

Mickey

From: Dominic Terrone <mickterrone@hotmail.com>
Sent: Sunday, September 22, 2024 11:25 PM
To: Tom Costigan <dc2ox4d@verizon.net>; NORMAN BELL <normanbell45@gmail.com>; Katrina Greer <katrina4commissioner@gmail.com>
Subject: Commissioners Meeting Management

Dear Commissioners. I hope you will act without delay to protect the integrity and decorum at your town meetings.

The meetings have become a circus of orchestrated showboating of gripes. You should limit the public comments period limiting the theatrics to the written word at meetings and publishing those letters on the web site as part of the meeting follow ups. Perhaps eliminate public comments from the meeting completely encouraging written expressions.

At the very least, I hope you will adopt the protocols suggested by President Bell at the last meeting.

Thank you.

From: Ray Munsch <raymunsch@gmail.com>
Sent: Tuesday, September 17, 2024 9:42 AM
To: kgreer@goeaston.net; tcostigan@goeaston.net; nbell@goeaston.net;
oxfordclerktreasurer@goeaston.net
Cc: Margaret Munsch
Subject: Proposed mooring fees

Dear Commissioners,

This is a follow up to the Port Wardens meeting which Margaret attended on 9/12/24.

During the discussion concerning the mooring permit fee, the town planner confirmed that mooring administration includes 1) sending out letters or emails reminding mooring owners to hire Matthias Marine to inspect their mooring and send a report to the town office, 2) receiving and recording the report and 3) sending out bills. It was also stated that there could easily be extra letters/emails to folks who do not comply with the biennial inspections in a timely fashion and extra time spent when a person wants to sink a new mooring.

These extra costs are being passed on to the current compliant mooring holders even though they do not, either directly or indirectly, cause such costs to be incurred by the town.

We have two suggestions which would cover these costs in a way that is fair to those of us who always comply with mooring maintenance and yearly fees:

- 1) The permit fee proposal in front of the commissioners could include a deadline and late fee so that the extra time/cost is passed on to the person(s) causing it.
- 2) The Town could set a Mooring Application fee to cover any time/cost associated with the process of permitting a mooring.

The proposal before the Commissioners is to set the mooring permit fee at \$350 every two years. This is certainly more reasonable than a yearly fee of \$350 but is still excessive considering the time the town office spends in administering our mooring and the amount appears quite arbitrary. It is hard to imagine that it takes more than three hours per mooring every other year for a reminder letter, recording the inspection report and sending the bill. If the rationale for this amount is to cover the potential "extra" costs, then the suggestions above seem more reasonable and fair.

Sincerely,

Ray Munsch
710 S. Morris St.

From: ore@goeaston.net
Sent: Tuesday, September 24, 2024 11:24 AM
To: oxfordclerktreasurer@goeaston.net
Subject: RE: Support of the meetings protocol as presented in the last Commissioner's meeting

For public comment

Ray

Good morning,

I'm writing in support of the "public meetings" protocol as distributed at the last meeting.

What a shame we have to have a document outlining behavior in our meetings. I might also add that having Commissioner Greer sit away from the other two commissioners only serves to show the divide in the community that needs unifying for the Town's best interest.

Sincerely,

Ray

Ray Stevens

From: Noname <noname.hyberg@gmail.com>
Sent: Monday, September 30, 2024 2:28 PM
To: Vickie Sharp
Cc: Bob Hyberg
Subject: Comments for "Round Table Discussion"

Comments for Round Table Discussion - Ordinance 2417

I have read the information provided on the web site containing the referenced ordinance and the proposed changes. The proposed changes/modification suggest to me an opportunity to create a filibuster opportunity from some of those in attendance; especially the more vocal activist.

I personally have not had difficulty expressing my opinions using the existing methods. I have not experienced a lack of transparency on town issues with the exception of those surfacing at the commissioners meeting. These 'new' issues surfacing at the commissioners meeting should have an opportunity for open dialog between the commissioners and allow for the exchange of ideas and positions without public comments.

It is obvious some of these 'new' issues have not been 'transparent' to the general public and come with a few citizens that have previous purview to said issue(s) ready to express collective opinions.

I do not support modifying Ordinance 2417 as presented and approved.

Sincerely,
Robert Hyberg
112 First St.
Oxford, MD

oxfordclerktreasurer@goeaston.net

From: RON WALKER <ronwalkeroxford@gmail.com>
Sent: Monday, September 30, 2024 3:02 PM
To: Lyndsey Ryan
Cc: TOM COSTIGAN; Norman Bell; oxfordclerktreasurer@goeaston.net; Katrina Greer
Subject: PUBLIC RECORDS.

Hi Lyndsey,

I am following up on something you said at the last town meeting. You clarified that any communication by emails and letters sent to a commissioner or commissioners conducting public business are part of the public record. Would you mind initiating this for me? I'm guessing it has probably never been done before. Norm mentioned "we have had lots of opinions", and Tom mentioned a number of emails as well about the new ordinance 2417. Would you please help get these letters and emails posted on the town site. Please let me know when I may access the website and where I may find them.

Best,

Ron Walker

cc. Tom, Norm, the Clerk/Treasurer.

FOR PUBLIC COMMENT

September 29, 2024

Subject: Workshop Comments on **Conduct Resolution**

Commissioner Greer,

I received a copy of your Saturday, September 28 email from a concerned citizen with the announced subject, "Limiting Public Comment".

They pointed out that in your very first paragraph you stated that a "public comment resolution was voted on without public comment". Because you sent a copy of that resolution with your e-mail, I would like to remind you that the resolution was to "amend the rules for **conduct** at Commission meetings". The resolution passed.

Let's not forget that the announcement of this proposed resolution was discussed at the commissioner's meeting on September 10th, two weeks before the next meeting. Six days later, on September 16th, you sent an email to a targeted list of individuals (not the public) with a rough proposal of your thoughts on a resolution. The very next day, you sent an invitation to the very same group to meet in the park. Two days later, you confirmed the invitation to the same group with two agenda items for discussion that were to appear on the September 24 Commissioner's meeting agenda.

On Friday, September 20, I heard about and attended your meeting in the park with approximately 35 individuals who I assume were the targeted “undisclosed” email recipients. At that meeting, you discussed both resolutions, yet you have previously said and implied that the “public” did not have the opportunity for public comment.

Clearly, your note yesterday is again an opinion about a resolution that was titled and about **meeting conduct**. You have made it clear to the same designated group that you don’t support the **conduct resolution**. Wouldn’t it be more collegial to hold off on your opinion until you have the workshop? This is a dialogue process searching for potential compromise. Please don’t view it as a win or lose situation.

Who do you define as the “public”? Apparently, the “public” is a group of individuals you are singularly aligned with, not the entire town. Anyone who has opposing views is not considered. Effectively, you have created a “we vs. they” scenario that continues to divide Oxford.

The citizens of the Town want governance that serves the needs of all. However, they also want action to be taken. You are correct that the meetings should not be so long, but you often propose tabling items that could be handled in the current meetings (e.g., Resort Tax, Moorings, etc.). From looking at past meetings, the “other” Commissioners have consistently supported your tabling motions in an effort to be collaborative. You are also correct that we have an intelligent and engaged

populace. I would add that we also have the same traits and skills in our Commissioners; all three of them. You would not listen to the exclusive opinion of one citizen. Likewise, each Commissioner should listen to the voices of the other two peers, knowing that agreement is not always certain.

Why do you want to serve as a Commissioner of one? From your recent emails and prior actions, it appears that there is an unwillingness to collaborate with the other two Commissioners. Isn't it the role of a leader to reach out to everyone, whether they agree with you or not? I know for sure that you do not reach out to many town citizens who are not on your select email list. Don't their points of view matter? Don't you think it is time to stop feeding a "we vs they" mentality? The majority has been silent, but that is changing. You should try reaching out to them. Many do not speak up because they feel bullied, threatened and intimidated by those who weaponize social media with innuendos and faulty analysis often leading to inaccurate conclusions.

You might be surprised at what you find. There might be support, or there might be disagreement, but you will never know until you start listening and accepting feedback from individuals who believe something different than you.

Sincerely,
Russ Gray
410 South Morris Street
Oxford, MD 21654

Cc: Commissioner Norm Bell – nbell@goeaston.net
Commissioner Tom Costigan – kgreer@goeaston.net
Vickie Sharp – oxfordclerktreasurer@goeaston.net
Katrina Greer – kgreer@goeaston.net

Meeting Comments-September 21, 2024

Last Thursday an e-mail was forwarded to me from Commissioner Greer that was an invitation for an informal meeting the next day to discuss two items.

I asked several people if they had received the invitation and some said yes but others said no, so I did not understand how the audience was determined and selected.

Because it was sent by Commissioner Greer, my first assumption was that it was sent to the other commissioners as well. I asked each of them and one individual said yes. He had received a copy of the invitation, and the other individual said no. He had only seen it later in the day because it had also been forwarded to him by another person in town.

As I looked at the agenda, I noticed that it included at least one item that I understand was planned to be on the agenda for the next commissioners meeting, four days later.

I attended that meeting and counted approximately 35 individuals in attendance, but the other two commissioners we're absent.

Because so many individuals have discussed the desire for transparency and openness, it appeared that the approach to this meeting was out of sync with the Open Meetings Act

requirements that need to be followed. First. It does not matter if the meeting is declared to be an informal discussion. After studying the Open Meetings Act Manual, intent and how a meeting is developed and conducted defines whether it is a public meeting.

Thirty - four hours advance notice to a select public audience is insufficient timing for a meeting to discuss the two topics that were on the agenda. Without proper notice reaching ALL the public and the other elected official, there was no opportunity to observe one Commissioner's conducting of public business during a public meeting. This suggests a violation of the OMA requirements.

Secondly if the other commissioner who was invited had attended the meeting, that would have constituted a public body quorum in a public meeting that was outlining preferred legislative action for a resolution that was on the next town agenda. He and Commissioner Greer would have potentially been in violation of the Open Meetings Act so he made the right choice not to attend.

We deserve better than this. Various comments during the Friday meeting indicated that several participants felt they were not being heard. We have all felt that way at one time or another. However, being heard does not mean that our ideas are the only ones that can or will be considered. Another comment referred to meetings approximately 7 years ago where many issues we are facing did not exist. It was

mentioned that there were no rules then and why do we need rules now? Those are great observations for which dialogue should continue, but not in a way that fosters dysfunction in governance or animosity toward those that don't agree with our individual points of view.

The overwhelming majority of the town wants collaborative representatives where differing points of view can be heard to develop a plan going forward. In my pre adult years working in construction, my first boss told me that demolition is much easier than the build out. That counsel has stuck with me over the years as a metaphor for many daily life experiences. Today, I keep asking, how much more demolition of Town governance do we need? Isn't it time we start building? The first step in the process is to identity one's vision with **others**. Once there is discussion and mutual agreement, hopefully, a plan can be developed and then implemented with collaboration from all. Demolition of our community functionality continues but I don't see a vision from the demolition team of what the plan is.

No one will ever feel that all their desires have been heard and implemented. However, I also feel that we have a better chance of meeting the needs of our community if all three commissioners come together and work collaboratively instead of attempted governing by the unilateral actions of one. There is a reason why the windshield is bigger than the rearview mirror. Let's look forward and identify where we are

going before we get so lost we never reach our planned destination.

Norm, please answer these questions.

Sent on Tue, Sep 24, 2024

Please post this letter inside the official minutes for the public meeting on September 24, 2024.

Dear Norm Bell,

It's my understanding, before the 2024 Oxford Town Election voters simply had to register inside the Town office to be eligible. But this year, that long standing practice changed. For some reason in 2024 -- Oxford residents were forced to register with Talbot County and the State of Maryland in order to be eligible to vote in our last Town election.

Who changed this rule? Was it done by the three Commissioners or from inside the Oxford administration office? And, if it was done within the administration office — did Vickie Sharp or Cheryl Lewis have the authority to change the Charter and the way residents vote in Oxford? Norm, can you please point to where it says in our Town Charter that a resident has to register with Talbot County and the State in order to be eligible to vote in a municipal election? Can you show me exactly what changed between 2023 and 2024?

Weeks after the election I saw Pam Baker, the Head of our Election Board, inside the Town office. I tried to ask Ms. Baker a few election questions -- but Vickie Sharp, the acting Town Manager, stopped Ms. Baker from answering anything. According to the Town Lawyer, Vickie Sharp does not have the authority to stop the Chair of our Election Board from talking to residents. In my opinion Vickie Sharp clearly abused her power. At first, Ms. Baker tried to respond but was quickly stopped by our acting Town Manager.

I then wrote to Vickie Sharp asking her how I could contact Pam Baker. But, Sharp refused to give me any information. I have emails that prove this point. However, after obtaining Pam Baker's email and mailing address from other sources I wrote to Ms. Baker -- but she never responded. Perhaps she's still heeding Vickie Sharp's advice.

Currently, there seems to be several conflicting statements that don't fit the rules inside our Town Charter. I've resided in Oxford for 8 years and in those years I've followed the rules. Our Charter states: **"has resided within the corporate limits of the Town for thirty (30) days next preceding any Town election and is registered in accordance with the provisions of this Charter, shall be a qualified voter of the Town."**

I live in Oxford full-time from June to September. But, I do not "reside" in Oxford for thirty days before our mid-June election. So, I've never been allowed to vote. Or, that's what I was told by the town's administration when I first moved into Oxford.

But currently, there are several conflicting statements that seem to throw our Charter into the trash can. I found one couple who voted from Florida and many residents believe this couple have never actually lived at their Oxford address — not even for one night. After purchasing a small home the property has been undergoing a huge structural project. The last time I checked the house didn't even have a Certificate of Occupancy.

I brought this to the Town's attention and Lyndsey Ryan responded, **"A person is allowed to vote in an Oxford Town Election — if that person is qualified and registered to vote in the Town of Oxford — even if that person has never actually slept inside their primary home, as long as their primary home has become their domicile at least 30 days prior to the election."**

So, if someone owns a piece of land in Oxford and makes it their primary residence they can live anywhere in the world 365 days a year and they'd still be allowed to vote in Oxford. Even if this hypothetical person has never been to the Town of Oxford. But according to Maryland Code Regs. 18.03.06.01 the definition of **"Principal residence" means the one location where an individual regularly resides and is the location designated by the individual for the legal purpose of voting,"**

But perhaps the most puzzling statement I read regarding our voting rules came from Vickie Sharp. Ms. Sharp said, **"The Town of Oxford does not decide who gets to vote in the municipal election."** Norm, I cannot find this language anywhere in our Town Charter. Can you please show me where it's located? Apparently, Sharp is saying it's up to the County or State who votes in municipal elections. So, I visited Tammy Stafford, the

Director of the Talbot County Election Board and Ms. Stafford seemed very clear on this issue — Ms. Stafford said, **"Because Oxford has its own Charter -- Talbot County has nothing to do with an Oxford Town election."**

Norm, do you have any idea how many people have possibly been disenfranchised by statements made by people like Vickie Sharp? There are around 100 residents who didn't vote in Oxford's last election and it's impossible to go door to door and conduct a scientific survey after the fact. Maybe they stayed home because they didn't want to drive to Easton to register. We'll never know and that's my point.

When the voting rule changed from 2023 was it debated in a public meeting? Did the three Commissioners authorize Cheryl Lewis, an outgoing employee, to make this new rule? There are so many unanswered questions. Vickie Sharp also refused to tell me -- who had "control" over the absentee ballots? As it turns out, Cheryl Lewis had full control over the 90 plus absentee ballots and Lewis had the code to the safe 24/7.

Keep in mind, the entire election basically came down to one side who was demanding the Town to conduct a forensic audit on Ms. Lewis's administration. After all, there are 6 grant funds that are currently unaccounted for. Apparently, no one knows where the money went and there are no receipts. If this doesn't warrant a forensic audit I don't know what does. The other half of Town, generally speaking, doesn't want to conduct a forensic audit and Norm you fall into this category. You personally are against such an audit and have called for "openness." But ironically, you are currently trying to stop any public interaction between the Commissioners and the residents of Oxford during public meetings. You might want to look up the definition of openness.

Why in the world would the Commissioners, Vickie Sharp and Pam Baker create this conflict of interest problem with our absentee ballots? Why would the Town give full control to a person who is at the center of several controversial topics and who had already resigned? It wasn't fair to Cheryl Lewis and it certainly wasn't fair to the voters and residents of Oxford.

In St. Michaels the Town Administrator can't go anywhere near the absentee ballots. They're completely controlled by the Town Clerk. By

giving an outgoing employee full control over any ballots undermines our entire election process.

There are other violations. On Election Day Pam Baker didn't follow the strict "no electronics" rule. Talbot County, the State of Maryland and every other Town in America that I've looked into has a very strict no electronics policy inside the voting room. Norm, can you please show me where it says in our Town Charter that electronics are permitted?

And then there's the "no" poll watcher question. Talbot County, the State of Maryland and every other town in America that I've looked into has a strict policy about allowing poll watchers. Who in the world could possibly be against a poll watcher? But, Commissioner Tom Costigan and the unelected Susan Delean-Botkin refused to allow Josh Coder to have one poll watcher. And, to make this situation even more troubling, both of these Commissioners openly supported you — Norm Bell by displaying campaign signs in their yards. Do you have any idea how bad this makes our community look? Can you please explain why the Town of Oxford refused a candidate the same right, the same freedom, that every other town in America seems to cherish? Norm, can you show me where in our Town Charter it says -- poll watchers are prohibited?

The Town of Oxford streamed a 12 hour high-wide-shot recording with no sound of the in-person voting process. But, after I saw one person voting that I was told — doesn't actually live in Oxford — I did a quick online search and according to the white pages this person lives in Easton. I then went to what I believe is her Facebook page and it also says she Lives in Easton. So, I contacted Vickie Sharp and asked her about this possible voting irregularity. Sharp responded by asking me for proof — that this person was actually in our voting room. I sent Vickie Sharp several screen shots of the situation — but she never responded. And ironically, after I gave Ms. Sharp the still screen shots someone inside the Town Office removed the video from the Town's website.

The person in the video is the daughter-in-law of a former Commissioner. A former Commissioner President. I repeatedly asked the Town to put the video back online and after weeks of waiting I was finally told by the Town Lawyer that the video was corrupted and couldn't be recovered. The Town's first version of what took place was that the lady was simply inside the voting room to hand in someone else's absentee

ballot but then the story was updated. I was eventually told that the female actually lives in Oxford but wasn't registered to vote. I tried to ask Pam Baker the Head of the Election Board about this situation but I was stopped by Vickie Sharp. Personally, I have no idea where this lady lives and it might not even matter — once again according to our Town Lawyer a person could live anywhere in the world and vote in Oxford if they claim it's their primary residence.

If the Charter didn't change -- it certainly seems possible that the election is completely illegitimate? And, if the election is illegitimate -- the Town of Oxford should follow the Town Charter and hold a new election. We should also follow the strict policies of the rest of the United States and allow poll watchers and no electronics inside the voting room. The Head of the Election Board should answer questions. If Pam Baker doesn't want to answer questions she should step down. On a personal note, Ms. Baker volunteers her time all over this Town and I have a ton of respect for her. But, we need someone who doesn't allow Vickie Sharp, or someone else, to control the Election Board from giving answers to the taxpayers. I also think, moving forward, all absentee ballots should be in control of the Head of the Election Board.

I first requested the Commissioners to answer these voting irregularities on September 12, 2024. So far, there's been no response. According to our Town Charter the Commissioners have 18 more days left to address my email — where I've requested a new election and follow the Town Charter. If the Commissioners remain silent on this issue I'll continue to follow the Town Charter and I'll ask the Circuit Court of Talbot County to weigh in.

Norm, if you and the Commissioners don't want to answer questions about why the rules were changed before our last election — It's my hope that a judge will step in and make the final decision. With that said, I'm also hoping that you'll finally respond and address the many questions surrounding our past election. That process would be much easier on everyone.

Thank you for your time.

Scott Rensberger
102 Stewart
202-423-9040

From: [Katrina Greer](mailto:Katrina.Greer@goeaston.net)
To: oxfordclerktreasurer@goeaston.net
Subject: Fwd: We "Shall" take this issue to court.
Date: Friday, October 4, 2024 12:16:48 PM

Sorry, the gmail does not alert me to new messages like the other two.....

----- Forwarded message -----

From: Scott Rensberger <scott.rensberger@gmail.com>
Date: Thu, Oct 3, 2024 at 9:32 PM
Subject: We "Shall" take this issue to court.
To: Norman Bell <normanbell45@gmail.com>, Tom Costigan <dc2ox4d@verizon.net>, Katrina Greer <katrina4commissioner@gmail.com>, Lyndsey Ryan <lryan@bbcmllaw.com>

Dear Commissioners and the residents of Oxford,

This week I watched the Commissioners workshop regarding the future rules for our public meetings. I certainly like the idea of allowing people, like myself, to freely speak without being interrupted by inflammatory words by a few of Norm's supporters. This will make our meetings a lot more respectful. Thank you.

But then the workshop went off track and started talking about "may" and "shall." Dear Commissioners, this particular discussion is one big waste of time. This type of nonsense isn't even open for debate. Norm Bell and Tom Costigan don't have the power, or the authority, to change our Charter. End of story.

If two of our three Commissioners continue this entrenched power fraternity grab it'll end up in court and Norm and Tom will lose in under 10 minutes. And according to the State of Maryland, if a town official purposely breaks the rules that individual can be responsible for their own legal fees. The taxpayers of Oxford are certainly not going to pay the legal bills for two Commissioners who have decided to go rogue on our Town Charter.

When are we going to start acting like a wonderful small town where we treat everyone with respect and dignity? This old entrenched power stuff is really wearing thin. If you want to be in a fraternity, and feel important, join the Lions Club. Like all towns, Oxford has real issues and real problems that need to be solved. The town literally hid a 2016 Flood Master Plan for 8 years because the "fraternity" didn't want to help the black part of town.

At the next public meeting we should start a drinking game. Everytime Norm wants to "think about it" we should all take a shot. We'd be drunk before we get to New Business. When Norm needs to think about anything I'm pretty sure he doesn't go home and sit in a chair and think. Raise your hand if you think he goes home and meets with his pals to figure out their next power move? The Town of Oxford is not a toy. We're a community of wonderful people with a variety of ideas and it's time that we're all respected and heard. Hey Norm and Tom, newsflash, the residents of Oxford know how to read.

Sure, if Norm and Tom, on their own, change the Charter and start using the word "may" it'll give them a lot more power and their small group of friends will be high fiving in the back of the room but if these two people continue this absurd carelessness regarding our Town Charter

they will soon learn what the real definition of shall means. Because the residents of Oxford "shall" take this issue to court.

My best to everyone.

--

Scott Rensberger
202-423-9040


oxfordclerktreasurer@goeaston.net

From: sheilah goodman <sag225@gmail.com>
Sent: Monday, September 23, 2024 8:25 PM
To: oxfordclerktreasurer@goeaston.net
Subject: For public comment

I support the "Commissioners' Meetings" protocols outline as presented by President Bell on September 10th.

Sheilah Goodman
104 Tred Avon Ave

Fw: Commissioner Meeting Protocols letter

 susan delean-botkin <sdel@hotmail.com>
To: Vickie Sharp

 Reply  Reply All  Forward 

Mon 9/23/2024 6:33 PM

I support President Norm Bell's Commissioners Meeting Protocols as presented. There will be areas that will need refinement. Since we elect our representatives to do what best for the town, I leave it in the capable hands of Commissioners Bell and Costigan.

Sincerely,
Susan Delean=Botkin

From: Suzie Hurley <suziehurley22@gmail.com>
Sent: Monday, September 23, 2024 3:55 PM
To: Vicki Sharp
Subject: FOR PUBLIC COMMENT

Vicki, please make sure I'm on your list for any info. you send out regarding town stuff please!!

Hi Norm and Tom,

Just a quick note to lend my support on the Town Meeting protocols you introduced at the last meeting on Sept. 10. They are more than reasonable. We need this done asap so you guys can get to the important stuff, like hiring good personnel and the issues of flooding, etc. Best to you both,

Smiles & Blessings, Suzie

Suzie Hurley, E-RYT 500
Certified Yoga Instructor
www.suziehurley.com

oxfordclerktreasurer@goeaston.net

From: theresa lee <terox4137@gmail.com>
Sent: Monday, September 30, 2024 9:37 AM
To: nbell@goeaston.net; tcostigan@goeaston.net; oxfordclerktreasurer@goeaston.net
Subject: Conduct and questions at meetings

Hello, can you please explain WHY you are sooo hung up on this? We are not a bunch of derelicts, hoodlums or thugs but a reasonably educated group of people who love our town and want to move forward. Every single word is ostracized in the rules of conduct and you've been frightening people about asking questions. We are for the most part ignored and promises/rules have not been kept or enforced...how can we possibly trust any of you? I've been catching up on how so many other small townships are governed and we are so far behind still after almost 2 years. PLEASE move forward and stop the madness and nitpicking so our town can begin to heal. It's the RIGHT thing to do. Respectfully,
Theresa Dejter