

COMMISSIONERS MEETING

August 14, 2007

LOCATION

Commissioners Meeting was held in the meeting room of the Community Services Building on August 14, 2007. The meeting was called to order by President Kearns at 7:30 p.m.

PRESENT

Commissioners present were Timothy Kearns, James Klair and Peter Dunbar. There were approximately twenty (20) people in attendance including Town Attorney, David Thompson.

MINUTES

The minutes of July 24, 2007 were approved as distributed.

MAINTENANCE REPPORT

President Kearns read the Maintenance Report as prepared by Richard Cooper, Interim Superintendent of the Public Works Department.

1. Weekly water and wastewater test were taken and completed.
2. Pumping stations and wells were checked daily.
3. Performed general maintenance throughout town (filled pot holes and removal of trash).
4. Recycle Center checked and cleaned twice weekly.
5. Repaired water leak on water fountain at Causeway Park.
6. Broken boards were replaced on park benches.
7. The backhoe was serviced and hydraulic cylinder was repaired.
8. Maintenance on sewer lines on Tilghman and Banks Street were completed.
9. Shorite Controls replaced pump contact control at the Main Pumping Station.
10. Hills Electric repaired and reinstalled pump at Bachelor Point.
11. Water service was repaired at 108 Norton Street.

Trash Cans

President Kearns explained that trash cans need to be replaced in various areas in town. The idea of using a painted drum container, which the town can get free of charge, has been presented to the Commissioners by Richard Copper. The lids for the containers will have to be purchased. Richard has placed a container in the area of the ferry dock for the Commissioners approval. President Kearns stated that he is in favor of the containers but would like to see them painted green instead of black. All Commissioners were in favor of using the drum containers painted green with a smaller town seal on them.

POLICE REPORT

Lt. Maxwell gave the police report in the absence of Chief Borga. The report consisted of the following:

- 1 - Theft scheme (one person arrested and charged with eight counts of theft and one count of theft scheme) additional charges forthcoming.
- 3 - Thefts from unlocked vehicles.
- 12 - Citations issued for alcohol (underage).
- 2 - Alarms (all malfunction)
- 1 - DWI (person arrested and released pending trial).
- 1 - Intoxicated person (person was transported to Memorial Hospital for detoxification). Criminal charges were later filed. Person was released pending trial.
- 5 - Police Informations
- 2 - Assist other police agencies.
- 2 - Suspicious motor vehicles (person ID and moved on)

- 1 - Unauthorized use of a motor vehicle by a juvenile, parent refused any police assistance.
- 2 - Fireworks complaints (contacted business owner)

Lt. Maxwell announced that he has been working with Richard Copper, Public Works, to clean up the signs throughout town, removing ones not needed and installing new ones where needed.

Lt. Maxwell advised that he has been putting together a pamphlet to hand out to motorists who are stopped for traffic violations. The pamphlet will explain where the money goes from traffic stops. This pamphlet will be shown to the Business Association for their input before it is finalized. The Commissioners requested that Lt. Maxwell ask the businesses to include this pamphlet with their welcome information.

GUEST SPEAKER - WILLIAM DIAL - ADVERSE WEATHER

William Dial explained that he helped to write the emergency plan for Oxford to compliment Talbot County's plan. Mr. Dial stated that hurricane season begins June 1st and continues until November 30th. Mr. Dial stated that the National Hurricane Center is predicting an active season for 2007. If you are computer inclined go to the website <http://www.read.gov/> for information of preparations to make to provide for you and your family. You can visit the Talbot County Emergency Management Agency on Port Street in Easton for literature to aid your preparations. When storms are predicted you can get current information online, in the newspaper, on the radio, or from your television. The Weather Channel has current information for those with cable or satellite. The local radio station is WCEI, FM 96.7. Local television stations have up-to-date information as well.

If it appears a hurricane will inflict its wrath on Oxford and the region, Talbot County Emergency Management Agency will activate its Emergency Operations Center. Guidance will be provided to the municipalities regarding the county's evacuation plans. When the County recommends Oxford's evacuation, the President of the Oxford Commission in coordination with the remaining commissioners, the police department, public works and Oxford Fire Company will recommend evacuation of Oxford. If you choose to stay home after evacuation is recommended, you do so at your own risk. Rescue personnel will not be dispatched when sustained winds reach forty-miles-per-hour.

To be designated a hurricane shelter, facilities must be surveyed by the American Red Cross and designated as such. There is not a designated shelter in Oxford. The only designated shelter is Easton High School. If evacuation is recommended, the shelter will be opened and transportation will be provided to the shelter. Information regarding pet sheltering can be obtained from the Talbot County Humane Society.

Evacuation will only be recommended by Talbot County when it is inevitable that a hurricane will strike our area or a hurricane watch has been set. You will be notified by "Reverse 911" automated telephone calls, the radio, crawler along the bottom of your television screen, and "street sweeps" by public safety officials. Evacuate early and if you are going to a shelter, take a shelter kit with you. Take a document with you that confirms your street address, you may need this for reentry after the storm has passed.

Mr. Dial stated that nothing beats personal awareness, you must take care of yourself, agencies can only warn you.

RESOLUTION

At this time President Kearns read the cover page of Resolution No. 0802 which is "A RESOLUTION OF THE COMMISSIONER OF OXFORD TO ADOPT A NEW EMERGENCY MANAGEMENT PLAN". Commissioner Klair made a motion to accept Resolution No. 0802. President Kearns seconded motion. Commissioners voted on this 14th day of August 2007.

Aye - Timothy Kearns
Aye - James Klair
Aye - Peter Dunbar

Resolution No. 0802 passed, copy hereto attached. A copy of the plan will be on the town's website.

DISCUSSION COMPREHENSIVE PLAN

President Kearns announced that the Commissioners have been reviewing the draft Comprehensive Plan completed by the Oxford Planning Commission. Since work began on the plan additional requirements have been mandated by the State.

Attorney Thompson explained that one requirement is to look at growth allocation and the second requirement is water resources. Talbot County and Oxford must look at how growth issues will affect the town's plan. Oxford's growth allocation has been reduced and there should not be any problems with incorporating growth allocation into the town's plan. The second element, water resource plan, should also be easily incorporated in the town's plan since the town is working with Stearns & Wheeler on upgrades to the water and wastewater system. Work needed for the Comprehensive Plan has been completed by professionals. Both mandatory elements need to be included in the town's plan, along with comments from the Commissioners. A workshop should be held with the Commissioners and the Planning Commission to go over changes and comments and arrangement made for mandatory hearings. Attorney Thompson stated that the town is required to adopt its plan by October 2009. Attorney Thompson further stated that he needs thirty five to forty days to include the two required elements in Oxford's plan and when the Planning Commission is satisfied with the changes, the plan should go back to the Commissioners and then sent to the State for approval, after this adoption of the plan becomes a local process. The Commissioners decided to meet with the Planning Commission on Tuesday, September 4th at the Planning Commissions regular scheduled meeting.

NEW BUSINESS

ICE CREAM SOCIAL

A letter was received from Barbara Hartshorn, Oxford Library, requesting use of the Town Park on Sunday, September 16th from 3:00 to 5:00 p.m. for the Ice Cream Social. As in the past, many organization such as the Community Center, Museum, churches, Fire Department and Auxiliary and the Oxford Business Association will be a part of the social. All Commissioners were in agreement to approve the use of the Town Park.

SANTA CLAUS & FRIENDS

A letter was received requesting that all organizations in town work together to hold "Christmas on the Creek" on December 1st. The idea is to celebrate Christmas together and if you have any questions you are asked to contact Sandy Hale.

COAST GUARD - FOOTBALL GAMES

A request was received from U.S. Coast Guard to have use of the soccer field on October 5th from 9:00 a.m. until 3:00 p.m for the Coast Guard to hold a football game. All Commissioners were in agreement to allow use of the soccer field.

UNFINISHED BUSINESS

Commissioner Dunbar stated that the Port Wardens are concerned with mooring buoys being placed in the Tred Avon. Attorney Thompson suggested that a letter be mailed to Talbot County Council requesting their support for Oxford to regulate placement of mooring buoys in the Tred Avon. The Commissioners agreed to send a letter to the County Council and have Chairperson, Tommy Campbell, Oxford Port Wardens, to draft regulations for mooring buoys. Commissioner Dunbar will get in touch with Mr. Campbell.

STREET LIGHTING

The Commissioners are in the process of choosing street lighting poles to be incorporated in the streetscape design.

TOWN CLOCK

President Kearns has been in touch with representatives of manufacturers of clocks regarding the town clock. A representative will be in touch with President Kearns to discuss fund raising for the clock.

MUNICIPAL BUILDING

The Commissioners agreed to put the repair work that is needed on the outside of the Municipal Building out to bid. Since the price for the work is unknown it is yet to be decided if the town should go back on the builder for the cost of repairs.

MEDICAL CENTER

President Kearns asked for input from his fellow commissioners concerning the plan to determine the location of a new regional medical center that will replace Memorial Hospital at Easton as an acute care hospital for this area. All Commissioners were in agreement to have Attorney Thompson draft a letter to Joe Ross and John Dillon stating their support to keep the hospital in Talbot County.

STREET PAVING

Commissioner Klair stated that he is not satisfied with the way the manholes are below the street surface on the newly paved streets. This appears to be an unsafe condition. The Commissioners were in agreement to have Richard Copper look at the manholes and have the condition repaired.

325th BIRTHDAY OF THE TOWN

Commissioner Klair commented that an exploration group has met regarding the 325th birthday celebration of the town and will be contacting others for a meeting.

FERRY BOAT RACE

Captain Bixler advised that everything is coming together for 324th running of the ferry race. This will be held on September 22nd.

OXFORD MUSEUM

Bill MacFarland announced that the Oxford Museum will be holding a reception on Thursday, August 23rd from 5:30 p.m. until 7:30 p.m. People are encouraged to sign up for membership. Mr. MacFarland advised that there is a steamship exhibit being held through August in cooperation with the Oxford Museum. The steamship exhibit is in the basement of the Oxford United Methodist Church.

MOORING BUOYS

Captain Bixler asked that the Commissioners keep on the mooring buoy situation. Commissioner Dunbar stated that it appears it may take several months. Attorney Thompson remarked that the Commissioners can adopt an area of mooring fields and it would be helpful to have Talbot County Council's support. If the mooring field is challenged it may not be successful. Working out all details for a mooring field will take some time.

EXECUTIVE SESSION

The Commissioners voted to go into executive session to discuss zoning enforcement issues. The executive session was held under Section 10.508 Open Meetings Act, Maryland code (1992 cum. Supl.) No. 2. Those in attendance were Timothy Kearns, Commissioner, James Klair, Commissioner, Peter Dunbar, Commissioner, David Thompson, Town Attorney and Lillian Lord, Town clerk.

BILLS PAYABLE

The regular meeting was reopened and the Commissioners went to Bills Payable.

Commissioner Dunbar made a motion to adjourn the meeting. Commissioner Klair seconded motion.

Aye - Timothy Kearns

Aye - James Klair

Aye - Peter Dunbar

Respectfully submitted,

Lillian Lord
Town Clerk/Treasurer