

COMMISSIONERS MEETING

February 23, 2010

LOCATION

Commissioners Meeting was held in the meeting room of the Community Services Building on February 23, 2010. President Dunbar called the meeting to order at 7:30 p.m.

PRESENT

Commissioners present were Peter Dunbar, Timothy Kearns and James Klair. Town Attorneys present were David Thompson and Brynja Booth. Kelley Allen, reporter for the Star Democrat was in attendance. There were approximately ten (10) people in attendance.

MAINTENANCE REPORT

Scott Delude, Public Works Superintendent, gave the Maintenance Report that consisted of the following:

1. The new telemetry system for well #2 and well #3 and both water towers has been installed and is in service. We now have the capability to control the well pumps and levels from a remote location to accommodate the needs of the town. (fires, leaks, emergencies) The cost of the system was \$4500.00 and is upgradeable to meet our future needs of monitoring the wastewater system.
2. The snow storms the Town of Oxford had over the last couple of weeks have all but been cleaned up and we are replenishing our resources. The cost of the storm to Public Works totaled \$17,823.47. Overtime hours – 152.50 - \$3990.60, vehicle cost - \$7561.15 and material - \$5206.10. Police - \$1065.62.
3. Scott is working on future storm water plans for Banks Street, Mill and Tilghman Street, Causeway Park and the South Morris/Riverview Avenue area. The Public Works Department has been working on improving all four of these areas in the last two years as money becomes available. Scott has written a future step plan that can be followed for each area that will help alleviate storm water problems. The plans start at the most common sense and cost efficient options and end at a complete redesign and rebuild of the town's storm water system. There is an upcoming class on March 3rd at the University of Maryland on storm water that Scott will be attending with one of the Public Works crew. This class will focus on helping to understand the storm water process and address how to meet our needs for a better storm water system.

Scott requested an executive session following tonight's meeting to discuss a personnel issue and obtain legal counsel.

President Dunbar read a letter from Michael Greenhawk, Chief of the Oxford Fire Company, thanking the Public Works Department for keeping the town streets open for emergency responses during the last two snowfalls, one of which was a record snowfall.

President Dunbar stated that a letter was received from Richard Wahlgren thanking the town for approving installation of a new tide gate at Pier Street.

Commissioner Klair commented that the highway users revenues that is received from the State of Maryland was cut by 90% in the current budget. This would have helped with snow removal cost.

POLICE REPORT

Chief Borga gave the Police Report that consisted of the following:

- 1 Threat (telephone)
- 3 Alarms (all weather related)
- 1 Motor Vehicle Collision (no injuries)
- 1 check the welfare (all o.k.)
- 8 Police Information
- 5 Suspicious Vehicles (ID and moved on)
- 1 Assist the Fire Department
- 1 Animal Complaint
- 1 warrant service (arrested person wanted for theft)

Chief Borga announced that during the recent snow storm, David Wheeler loaned the police department a 4 x 4 vehicle. Chief Borga stated that a thank you letter is being prepared to David Wheeler from the Police Department and the Town Commissioners.

Chief Borga announced that an arrest was made for Gregory Scott Smith for a variety of felonies. This arrest was in connection with an ongoing investigation. Mr. Smith is being held in the county jail on a \$50,000 bond.

OXFORD FIRE COMPANY

Michael Greenhawk, Chief of the Oxford Fire Department, gave the Oxford Fire Company report that consisted of the following:

2/6 – 2/11 Blizzard stand-by - 672 Personnel Hours
1/27 – 2/23 – 19 Fire Calls - 229 Personnel Hours
1/27 – 2/23 – 13 Ambulance Calls - 39 Personnel Hours

Chief Greenhawk announced that the Fire Department did not experience any major incidents in town during the blizzard with the exception of a few medical incidents and service calls. Chief Greenhawk thanked Scott and his crew for keeping the streets passable.

Chief Greenhawk thanked the members of the fire department who stood by at the station during each snowstorm to ensure that an ambulance, engine and 4wd crew were immediately ready to respond to calls. In all over 670 man hours were provided by personnel staffing the station 24 hours a day during these periods.

Chief Greenhawk asked residents for their assistance when the town experiences snows such as we just had. The men spent hours after each storm shoveling out snow covered hydrants to ensure that a water supply would be available if a major fire occurred. Chief Greenhawk requested the help of individuals to help clear the hydrants. The fire company members will still clear out hydrants, but a dozen or so hydrants would be much more manageable than digging out the 75+ hydrants each time. A cleared area of 18 – 24" would be enough for the fire company to connect their hoses.

The next fundraising event for the fire company will be a breakfast on Sunday, March 7th.

The Commissioners thanked the fire company for an outstanding job during the snow events. Bill Dial was thanked for attending the Emergency Management meetings and the Public Works Department and the Police Department were thanked for their hard work during the snow event.

Swear In Member Historic Commission

President Dunbar gave the oath of office to new Historic Commission member, William Dial.

Request To Be on Agenda – Susan Campbell – Oxford Business Association

Susan Campbell, representing Oxford Business Association, requested use of the Causeway Park to hold an outdoor movie evening. The plan is to hold the movie either June 13th or June 27th. There would be no charge, just bring your lawn chair. No alcohol will be allowed. Attorney Thompson commented that the town has required organizations to have liability insurance, which they usually take out for the day of the event they are holding. Attorney Thompson stated that he has been in touch with Ned McDonald, Avon Dixon Insurance, to see if the town might be able to put a rider on its policy covering events. Attorney Thompson advised the Commissioners that as long as there is insurance coverage, there is no problem in allowing the use of the Causeway Park.

Susan stated that the Business Association has designated March as “Oxford Gives Back”. The restaurants in town will give a percentage of their profits one day in March to organizations throughout the County, such as Habitat for Humanity. In April the Oxford Business Association will support the Talbot County Humane Society.

NEW BUSINESS

President Dunbar asked for a volunteer artist to work with the Commissioners on the picket fence project. The Commissioners thanked Tom Campbell for making the fences to be used.

UNFINISHED BUSINESS

Civil War Marker

The Commissioners reviewed the exact location drawing that Mr. Graves completed for the Civil War Marker to be located at the Ferry Dock. All Commissioners were in agreement that the location is suitable and Mr. Graves will be notified to go forward with having the marker installed.

Stairwell in Community Services Building

Commissioner Kearns announced that the Commissioners have received the final design for the stairs and treads. This will be reviewed by the Commissioners and an estimate for the work will try to be arrived at before the work goes out for bid.

ORDINANCE 1005 – Short-Term Rental

President Dunbar announced that three additional comments were received following the Public Hearing on Ordinance 1005 that were primarily toward notification. They were mixed comments for and against notification. Ordinance 1005 is “AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE TOWN OF OXFORD, TO ESTABLISH MINIMUM STANDARDS FOR THE SHORT-TERM RENTAL OF RESIDENTIALLY OCCUPIED PROPERTY IN CERTAIN ZONING DISTRICTS”. Commissioner Kearns made a motion to adopt Ordinance 1005. Commissioner Klair seconded motion. Commissioners voted on this 23rd day of February 2010.

Aye – Peter M. Dunbar

Aye – Timothy B. Kearns

Aye - James G. Klair

Ordinance 1005 passed this 23rd day of February 2010.

ORDINANCE 1004

Ordinance 1004 is “AN ORDINANCE OF THE TOWN OF OXFORD TO ADD SECTION 8.00 A. TO THE ZONING ORDINANCE OF THE TOWN OF OXFORD TO ESTABLISH REGULATIONS FOR ON-STREET PARKING WITHIN THE TOWN”. Commissioner Klair made a motion to adopt Ordinance 1004.

Commissioner Kearns seconded motion. Commissioners voted on this 23rd day of February 2010.

Aye – Peter M. Dunbar

Aye – Timothy B. Kearns

Aye – James G. Klair

Ordinance 1004 passed this 23rd day of February 2010.

LIVING SHORELINE

President Dunbar advised that a contract has been drafted for the Town Park project and the Ferry Dock project. Chesapeake Bay Foundation is interested in a public event for planting. President Dunbar commented that he will be meeting with Captain Bixler and Gogy Irving when the design for the ferry dock area is completed.

ATTORNEY

Comprehensive Plan

Attorney Thompson presented the Commissioners with copies of the Town of Oxford's 2010 Comprehensive Plan. Two significant new elements are in the plan, water resources element and growth element. Trappe and Easton are going through the process of getting their Comprehensive Plans adopted. Attorney Thompson commented that corrections are still being made to Oxford's plan. The plan will be distributed to the Planning Commission on Tuesday, March 2nd. Attorney Thompson and Attorney Booth will be attending the Planning Commission meeting. Oxford got an extension for the Comprehensive Plan through April 10th. The required hearings will not be finished, but will be underway and the town will need a second extension.

Attorney Thompson thanked Jane McCarthy for the use of her photograph of Oxford to be used on the cover page of the Comprehensive Plan, the town will acknowledge Jane's copyright. Attorney Thompson called attention to page 22 of the Comprehensive Plan. Page 22 shows a map with the growth area of Oxford that was agreed on in 2003 by Talbot County and the Town of Oxford and was adopted by Talbot County in 2005. This is the official growth area for the town. The Boone Creek neighbors have concerns about the Rodney Spring property located on the east side of Bachelors Point Road. Mr. Spring wants to develop this area and has proposed 22 – 23 building lots to the County. Copies of the Comprehensive Plan will be available in the Town Office.

Ordinance 1006 - Stormwater

Attorney Thompson presented the Commissioners with a stormwater management plan. The State says the towns have to adopt the model ordinance provided by the State. The plan as presented by Attorney Thompson is a close version of the model. The town must designate approving authority for stormwater. The Planning Commission will have the first review of stormwater plans and have been put in the plan as the approving authority. Attorney Thompson suggested introducing the stormwater management ordinance and send copies to Maryland Department of the Environment. MDE will have sixty (60) days to reply. The town will establish a date for the Public Hearing and copies will be made available to the public prior to the hearing. Attorney Thompson commented that all commercial/marinas should review the stormwater plan. President Dunbar asked that the stormwater plan be given to the Planning Commission and a workshop be scheduled prior to a Public Hearing to take educational steps between introduction of the ordinance and the public hearing. Commissioner Klair introduced Ordinance 1006 which is "AN ORDINANCE OF THE TOWN OF OXFORD ADOPTING A STORMWATER MANAGEMENT ORDINANCE, PURSUANT TO THE ANNOTATED CODE OF MARYLAND, ENVIRONMENTAL ARTICLE, TITLE FOUR, SUBTITLE TWO".

PUBLIC COMMENT

Snow Removal

Bernie Witter, 501 East Strand, questioned the enforcement of the ordinance stating that sidewalks must be cleared of snow. Mr. Witter commented that if the ordinance is not going to

be enforced it should be removed. Commissioner Klair stated that he had checked with the town office and the enforcement of snow removal has not been enforced, at least over the last twenty years. President Dunbar commented that there are people in town that have problems clearing walks. Mr. Witter stated that "You should not live in Oxford if you cannot afford to hire someone to clear your walk."

Oxford Market

Jane McCarthy and Pam Hamilton brought copies of signatures of residents thanking Chris and Kate McKelvy for keeping Oxford Market open during the blizzard. They requested that the Commissioners join with the residents in letting Chris and Kate know how much everyone appreciated having the store open during the snowstorm.

Water Main Covers

Samuel Taylor, Market Street, thanked Lt. Maxwell for placing a cover back on a water main on Market Street that was damaged during snow removal on Market Street.

EXECUTIVE SESSION

The Commissioners voted to go into executive session to discuss a personnel issue and obtain legal counsel. The executive session was held under Section 10.508 Open Meetings Act, Maryland Code (1992 Cum. Supl.) No. 2 (1) (i) and No. 7. Those in attendance were Peter Dunbar, Commissioner, Timothy Kearns, Commissioner, James Klair, Commissioner, Brynja Booth, Town Attorney, David Thompson, Town Attorney, Scott Delude, Public Works Superintendent and Lillian Lord, Town Clerk.

BILLS PAYABLE

The regular town meeting was reopened. The Commissioners went to Bills Payable.

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

Aye – Peter M. Dunbar

Aye – Timothy B. Kearns

Aye – James G. Klair

Respectfully submitted,

Lillian Lord
Town Clerk