

TOWN OF OXFORD

SELECTMEN'S MEETING MINUTES

August 3, 2023 @ 6:00 PM

SELECTMEN'S MEETING starting at 6:00 PM

1. CALL TO ORDER and FLAG SALUTE – Chairman Dana Dillingham will preside. Vice-Chair Scott Hunter, Sharon Jackson, Caldwell Jackson, Floyd Thayer, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Ricky Jack, Police Chief, Kingston Brown, CEO
2. ACTION ON MINUTES
 - 2.1. Action on minutes dated July 20, 2023
Caldwell Jackson motioned to accept minutes dated July 20, 2023. Scott Hunter seconded. Pass unanimously.
3. ADJUSTMENTS TO THE AGENDA
None
4. PUBLIC COMMENTS-*Please state your name and the Town that you are from for the record.*
 - Lois Pike inquired about the stabilization on why the State had stopped the program. She was also concerned that there is no longer a program to help the seniors and there was no one informing the seniors that this program is no longer offered.
 - Caldwell Jackson stated that they recognized that they did not have any monies to support the program and recognized some of the misrepresentations that were implicated in the stabilization program.
 - Lois Pike also asked the Board of Selectmen if there is anything the Town of Oxford could do to help support the elderly in setting up a tax relief program through the Town.
 - Adam Garland stated that because the State laws dictate the municipalities it would be a legal proposal and would need research.

-Patricia Thomas presented with a complaint on some of the Webber Brook Road properties. She expressed her concern that there is a health hazard with all the trash and garbage that has accumulated for years. She stated that she has been trying to get the Town to address this situation and she is not getting any collaboration in working with her to help with the clean-up. There are also numerous unregistered vehicles that are on several properties and should be addressed.

-Sharon Jackson stated that Patricia Thomas has contacted her several times and brought to the board that these properties need to be addressed.
5. BUSINESS ITEMS
 - 5.1. Police and Fire Department Capital Request (Radios) – Continued
Adam Garland, The Town Manager updated the Board of Selectmen that at the 7/20/2023 meeting, it was requested by the Board of Selectmen to find out if any discount is available to the Town given the number of radios being purchased for the Fire department. Pending approval for this request, the Town Manager informed the Board of Selectmen that the price of \$5,313.00 is already the lowest it can offer. The Town Manager is now asking the Board of Selectmen to approve the Fire Department Radio purchase of \$5313.00.
Floyd Thayer motioned to approve the Fire Department Radio purchase of \$5,313.00. Caldwell Jackson seconded. Pass unanimously.

5.2. Town facilities phone system upgrade discussion

-Adam Garland, The Town Manager has been working with the phone provider, Cove Central, to receive a quote for all Town facilities rather than just the public safety building as discussed at the 7/20/2023 meeting. The Town Manager is asking the Board of Selectmen to table the motion of the quote until he receives verification of the correct level of internet service available at all facilities.

Caldwell Jackson motioned to table a motion until the Town Manager completes that quote with all updated information. Floyd Thayer seconded. Pass unanimously.

5.3. Accept a \$4,000 Police Department Equipment grant from Walmart

Adam Garland, the Town Manager asked the Board of Selectmen to accept the \$4,000.00 grant from Walmart for the purchase of Police Department Equipment.

Scott Hunter motioned to accept the \$4000.00 grant from Walmart for the purchase of Police Department Equipment. Sharon Jackson seconded. Pass unanimously.

6. DEPARTMENT HEAD REPORT

6.1. Code Enforcement – Unsafe Property

-Kingston Brown, CEO presented to the Board of Selectmen the matter of a building located at 260 King Street that is deemed unsafe property. The owner of the building has refused to take any corrective action given to him by the CEO to date. The Code Enforcer is asking for the Board of Selectmen's approval of taking the next step by the direction of the Towns Attorney which would be the Town to resolve the problem. Kingston Brown has spoken with the contractor that will seal the opened part of the building with an estimated cost of \$1,800.00 with a contingency of the property being lienied if the property owner does not pay the \$1,800.00 in 30 days. The CEO also held a discussion with the Board of Selectmen on the history of the continuous requests through the years to upkeep this same building.

-Sharon Jackson stated that this same issue had been presented twice before. This matter has gone on long enough, and the Town should do whatever legal to resolve this issue.

Sharon Jackson motioned to accept the cost of \$1,800.00 for the temporary sealing of the open part of the building. Floyd Thayer seconded.

Discussion:

-Scott Hunter stated that there was an inspection that had taken place and deemed that the property was unsafe at that time.

-Claudette Pierce mentioned that there had been three different inspections throughout the years. Back in 2014, it was deemed structurally unsafe, then a new roof was put on. Claudette stated that it is such an eye-sore looking at the building.

-Sharon Jackson questioned that perhaps someone should look at that building and declare it structurally unsafe before investing the \$1800.00, then there could be the direction of demolition and bill the owner for the cost.

-Kingston Brown would like to see an engineer go in and do another inspection.

Sharon Jackson rescinds her motion to accept the cost of \$1,800 for temporary sealing of the open part of the building. Floyd Thayer rescinded his second.

Sharon made a motion that the town has the property looked at by an engineer to determine that the status of the building is unsafe. Floyd Thayer seconded the motion. Passed unanimously.

6.2. Code Enforcement Update – CEO Kingston Brown

Code Enforcer, Kingston Brown reviewed his recent enforcement action with more than a few various nuisance properties. CEO stated that most of whom had a conversation will be getting a 30-day notice then action will be taken. Reviewed past nuisance properties and the outcome of the actions taken.

-Joyce Reiner inquired what the repercussions of the property owner are if they do not clean their properties after the notice was given.

- Kingston Brown, CEO explained that the Town will follow the statute and the court would possibly fine the property owner every day for negligence.
- After a discussion with the Board of Selectmen, the Town Manager, Adam Garland, and the CEO. Chair, Dana Dillingham stated that he would like to see a very thorough list prioritizing the worse of the properties on top to be worked on and report back to the Board of Selectmen.

7. TOWN MANAGER'S REPORT

7.1. Town Meeting 2024 Discussion – Continued Town Manager updates from 7/6/2023 meeting

- Adam Garland, Town Manager presented recapping the discussion with the Board of Selectmen members on the idea of holding a referendum Town Meeting rather than continuing to have the traditional open June Town Meeting due to low voter turnout. The Town Manager asked the Board if this matter is something that the Board of Selectmen would like to investigate further.
- The Board of Selectmen all gave their opinions on the topic. The Town Manager asked the Board of Selectmen if they would like to consider reviewing a draft of a non-binding referendum to put on the November ballot asking the Townspeople if they favor a referendum process of voting rather than the traditional Town Meeting.

7.2. TOWN MANAGER'S UPDATE

- The Town Manager, Adam Garland updates the Board of Selectmen that the re-evaluation is underway. With some setbacks where KRT requested more time to complete the revaluation. A modified Schedule was agreed upon that will still allow for the commitment to be completed on time and for tax bills to go out as planned. The Town Manager also stated that the Pismo Beach Retaining Wall is scheduled with an engineer to start surveying and design, the 207-Waste hauling has been checked and the contract has been signed.
- Adam Garland, Town Manager reviewed the schedule for the walk-through for the proposed Capital Planning.
- Adam Garland also commented on our Police Department where Chief Ricky Jack, Officer Andre Chasse, and Officer Brandon Correia assisted in the Norway Homicide and had engaged in apprehending the offender without further loss of life.

8. SELECTMEN ITEM

- Chair, Dana Dillingham asked about the status of the sewer jetter. Town Manager, Adam Garland stated that the sewer jetter was being used only for the sewer, but now the Highway Department has used it to clean out the gutters and culverts.
- Sharon Jackson, asked if the police department when doing their rounds at Pismo Beach could be sure to recheck the bathrooms to be sure the doors are secured, and lights are shut off. The Town Manager will also bring this to the Rec Department's attention.
- Floyd Thayer mentioned that there is a tree that is falling on the School House Road.

9. SIGN WARRANTS- 8, 9, 10, 11

Scott Hunter motioned to sign warrants 8,9,10,11. Floyd Thayer seconded. Pass unanimously.

10. ADJOURNMENT

Scott Hunter motioned to adjourn the meeting at 7:15PM. Sharon Jackson seconded. Pass unanimously.