



# **Town of Oxford**

## **ANNUAL TOWN REPORT**

**2013 - 2014**

14 NOV 20 11 1:28  
TOWN OF OXFORD  
CLERK  
*Christina A. White*



**Board of Assessment Appeals  
Town of Oxford  
Activity Report for Fiscal year 2013 – 2014**

November 10, 2014

The Board of Assessment Appeals met five times during the fiscal year 2013-2014. One meeting was held in the fall of 2013 to address motor vehicle assessments. One meeting was held in January 2013 as a post-election transitional and organizational meeting. Three meetings were held in March 2014 to address real estate, business and supplemental motor vehicle assessments.

Two motor vehicle appeals were received in the fall of 2013 and thirteen real estate and business appeals were received in 2014. Three of the 2014 appellants were referred to the Tax Assessor's office. One business was to file an amended declaration in order to make an adjustment. Two appellants required a site walk through for potential field card adjustments.

Most of the Board's budget is allocated to the clerk's services. The clerk is responsible for all clerical duties as well as appellant notifications pre and post hearing. The clerk is also responsible for the recording of minutes, the filing of meeting notices and agendas. Funds were expended for education this year for the new board member. Two legal notices were filed in advance of hearings.

Linda F. Czaplinski  
Chairman, Board of Assessment Appeals



**TOWN OF OXFORD**  
S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298  
[www.Oxford-CT.gov](http://www.Oxford-CT.gov)  
Tel (203) 888-2543 Ext. 3055  
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**ASSESSOR'S OFFICE**

**October 23, 2014**

**To: The Board of Selectmen**

**From: Eva Lintzner, Assessor**

**Re: Annual Town Report**

**The values for the 2013 Town Grand List are as follow:**

<b>Real Estate Regular Net</b>	<b>\$1,214,226,555</b>
<b>Elderly Home Owners Net</b>	<b>12,693,600</b>
<b>Motor Vehicle Net</b>	<b>111,423,260</b>
<b>Personal Property Net</b>	<b>87,923,140</b>
<b>Total Net Assessment</b>	<b>\$1,426,266,555</b>

**Over all, there was a 1.27% increase from the 2012 Grand List.**

Oxford currently has several major projects in the planning stage. Currently we are experiencing growth in Real Estate, mainly due to the condominium market. We hope to see much greater growth in the industrial/commercial area in the next few years unless there is a drastic change in the economy.



# MEMORANDUM

## *Building Department*

**TO:** Board of Selectmen  
**FROM:** Gordon Gramolini, Building Official  
**DATE:** November 13, 2014  
**RE:** Annual report for Fiscal Year 2013/2014

Please find attached a summary of fiscal year activity for 2013/2014. The building activity for the above-referenced fiscal year totals 923 permits of which 321 were building permits, 234 were electrical permits, 135 heating permits, 148 plumbing permits and 85 C.O.'s issued.

During this fiscal year, the building department was staffed by one-full-time building official and one Administrative secretary. The budget for this fiscal year was \$115,086.00. The building department generated \$172,420.39 in revenue.

ATT: (3)

# *Building Department*

Accounting Summary Report: 7/1/13 thru 6/30/14

**Trm Type: BLDG**

PIC Type: Building Permit	(\$138,893.72)	327
PIC Type: Certificate of Occupancy	(\$903.30)	85
PIC Type: Electrical Permit	(\$16,651.96)	244
PIC Type: Electrical Service Inspection	(\$30.00)	1
PIC Type: Final Inspection for CO	(\$60.00)	2
PIC Type: HVAC Permit	(\$10,915.44)	137
PIC Type: Plumbing Permit	(\$9,387.30)	154
PIC Type: Rough Inspection - Complete	(\$30.00)	1
TOTAL Trm Type: BLDG	(\$176,871.72)	951

**Trm Type: COFEE**

PIC Type: Building Permit	\$820.00	82
PIC Type: Certificate of Occupancy	\$830.00	83
TOTAL Trm Type: COFEE	\$1,650.00	165

**Trm Type: COPY**

PIC Type: Building Permit	\$10.00	1
PIC Type: Certificate of Occupancy	\$10.00	1
TOTAL Trm Type: COPY	\$20.00	2

**Trm Type: INTEREST**

PIC Type: Electrical Permit	\$10.00	1
TOTAL Trm Type: INTEREST	\$10.00	1

**Trm Type: MISCFEE**

PIC Type: Building Permit	\$3,934.40	321
PIC Type: Certificate of Occupancy	\$10.00	1
PIC Type: Electrical Permit	\$2,330.52	234
PIC Type: HVAC Permit	\$1,350.00	135
PIC Type: Plumbing Permit	\$1,500.00	148
TOTAL Trm Type: MISCFEE	\$9,124.92	839

**Trm Type: PETFEE**

PIC Type: Electrical Permit	\$10.00	1
TOTAL Trm Type: PETFEE	\$10.00	1

<b>Trn Type: PLANRVW</b>		
PIC Type: Plumbing Permit	\$25.00	1
<b>TOTAL Trn Type: PLANRVW</b>	<b>\$25.00</b>	<b>1</b>
<b>Trn Type: PRMTFEE</b>		
PIC Type: Building Permit	\$129,471.00	319
PIC Type: Certificate of Occupancy	\$52.00	1
PIC Type: Electrical Permit	\$13,854.00	236
PIC Type: HVAC Permit	\$9,203.00	135
PIC Type: Plumbing Permit	\$7,594.52	147
<b>TOTAL Trn Type: PRMTFEE</b>	<b>\$160,174.52</b>	<b>838</b>
<b>Trn Type: REINSFEE</b>		
PIC Type: Electrical Service Inspection	\$30.00	1
PIC Type: Final Inspection for CO	\$60.00	2
PIC Type: Rough Inspection - Complete	\$30.00	1
<b>TOTAL Trn Type: REINSFEE</b>	<b>\$120.00</b>	<b>4</b>
<b>Trn Type: SGNFFEE</b>		
PIC Type: Electrical Permit	\$1.56	1
<b>TOTAL Trn Type: SGNFFEE</b>	<b>\$1.56</b>	<b>1</b>
<b>Trn Type: STEDFEE</b>		
PIC Type: Building Permit	\$4,658.32	324
PIC Type: Certificate of Occupancy	\$1.30	1
PIC Type: Electrical Permit	\$445.88	243
PIC Type: HVAC Permit	\$362.44	137
PIC Type: Plumbing Permit	\$267.78	153
<b>TOTAL Trn Type: STEDFEE</b>	<b>\$5,735.72</b>	<b>858</b>
<b>BALANCE:</b>	<b>\$0.00</b>	

DATE	DESCRIPTION	SRC	REF#	RECEIVED	BUDGET
ACCOUNT 4400-461-0000-0000 BUILDING PERMITS					
7/01/2013	ORJG BUDGET 2013-	2			100,000.00-
7/01/2013	JUNE RECEIPTS RLD	2		10,690.30-	
7/01/2013	REV BATCH 291	2	9247	10,650.30	
8/31/2013	OXFORD, TOWN OF	1		31.00	
8/30/2013	AUGUST DEPOSITS	2		8,024.94-	
9/15/2013	OXFORD, TOWN OF	1	9676	11.00	
9/30/2013	SEPT DEPOSIT	2		10,707.76-	
9/30/2013	NSF BARLOW	2		30.26	
10/06/2013	OCTOBER DEPOSIT	2		30.26-	
10/08/2013	OCTOBER DEPOSIT	2		15,859.74-	
10/10/2013	OXFORD, TOWN OF	1	9863	10.00	
10/31/2013	CORR SEPT REVENUE	2		.24-	
11/15/2013	NOVEMBER DEPOSITS	2		9,234.34-	
11/20/2013	STATE BUILDING FE	2		1,174.27	
12/13/2013	DEC 13 DEPOSITS	2		8,772.96-	
1/15/2014	JAN DEPOSIT	2		24,065.18-	
1/31/2014	BUILDING FEES PD	2		987.30	
2/14/2014	FEB 14 DEPOSITS	2		53,185.30-	
3/31/2014	MARCH DEPOSIT	2		9,950.00-	
3/15/2014	APRIL DEPOSIT	2		7,799.00-	
4/29/2014	BUILDING STATE FE	2		1,734.94	
5/09/2014	MAY 9 DEPOSITS	2		10,228.50-	
6/30/2014	JUNE DEPOSIT	2		7,891.50-	
6/30/2014	JULY DEP FOR JUNE	2		11,278.00-	
6/30/2014	BLD DEPT STATE FE	2		628.56	
ACCOUNT TOTAL					
				172,420.39-	100,000.00-
DEPARTMENT TOTAL					
				172,420.39-	100,000.00-
TOTAL FOR FUND 001-000					
				172,420.39-	100,000.00-



## TOWN OF OXFORD

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298  
[www.Oxford-CT.gov](http://www.Oxford-CT.gov)

### **Oxford Conservation Commission / Inland Wetlands Agency**

October 20, 2014

**Re: Annual Report for the Fiscal Year of July 1, 2013 to June 30, 2014**

The Oxford Conservation Commission Inland Wetlands Agency is a five member appointed board responsible for administering the Inland Wetlands Statutes of the State of Connecticut and the Inland Wetlands and Watercourses Regulations of the Town of Oxford. The Commission meets on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month to review and act on applications submitted to the staff of the Inland Wetlands Agency. All Commission members and staff are required to attend Department of Energy & Environmental Protection training sessions annually and seminars to keep abreast of changes in the wetlands statutes and recent court decisions that affect the duties and responsibilities of wetland agencies. Staff and Commission members also attend numerous educational classes that pertain to agricultural uses of wetlands and U.S. Army Corps of Engineers Federal Wetland regulations in the Connecticut. The Commission and Agency rely on the Secretary, Denise Randall to organize and maintain all proper paperwork necessary for the files and more effectively serve the public through out the work week. The Inland Wetlands Enforcement Officer, Andrew Ferrillo Jr. administers routine applications not requiring activity in the wetlands and conducts all inspections to ensure compliance with permit conditions. The Commission and Agency also employ the services of Nafis & Young Engineers, Southwest Conservation District, and will periodically contract with specialists to review all the technical aspects of complex applications as it relates to environmental impacts.

Listed below you will find the activities for the Fiscal Year July 1, 2013 to June 30, 2014:

The Commission had 22 regular meetings, 3 special meetings, 5 public hearings, and several independent site walks by Commission Members and the Enforcement Officer. One application that was denied in the fiscal year of July 1, 2013 to June 30, 2014 was Riverview Subdivision, Rt.#34 and Punkup Road. That application is currently in litigation in Superior Court Milford, CT. The Commission is also in litigation on a violation on Park Road regarding Flood Plain and wetlands filling.

The Agency, through the Inland Wetlands Commission processed 18 applications with impact in wetlands and regulated areas. The Wetlands Officer processed 216 applications, which were for various building and other land use permits, Certificate of Occupancies and activities not requiring Commission action. The Inland Wetlands Enforcement Officer worked 1,408 hours, conducted 558 inspections, and investigated 11 complaints/violations.

The Inland Wetlands Agency collected \$ 44,872.50 in town and state fees. All town fees are deposited in the Town of Oxford Conservation Fund, to be used for the purchase of Open Space. The Inland Wetlands Agency's annual budget for the Fiscal Year July 1, 2013 to June 30, 2014 was \$ 117,365.

The Oxford Conservation Commission has completed an up dated map showing all Open Space and designated conservation easements within the Town of Oxford.

The Commission and staff annually conduct a review of the all detention basins and ponds, that are required to be maintained by the Town of Oxford so as to determine which are in need of maintenance This will improve the quality of urban runoff from roads, parking lots, residential neighborhoods, commercial areas and

industrial sites and to reduce peak storm water runoff rates by providing temporary storage during larger storm events.

The Conservation Commission through the efforts of Commission Member Tom Adamski and the Youth Conservation Corps in Oxford High School have been working to add additional trails to Rock House Hill and improve the existing ones.

As the Town of Oxford moves into the future, the Conservation Commission Inland Wetlands Agency anticipates further growth on marginal properties containing more wetlands and regulated areas, therefore the work load and the potential for litigation will increase as the Connecticut Inland Wetlands Statutes and Local Wetland Regulations come into conflict with landowners and developers.

Oxford Conservation Commission Inland Wetlands Agency

  
Michael G. Herde - Chairman

# ECONOMIC DEVELOPMENT ANNUAL PROGRESS REPORT

Economic Development Commission Annual Town Report

October 31, 2014.

## Summary:

Economic development efforts in Oxford have moved steadily forward despite the national financial downturn beginning in 2008 and the related decline in the overall economy especially here in Connecticut ever since. Vacancy rates for existing flex space buildings remain low and several buildings have changed hands after only a short period of market exposure. Interest in Oxford remains strong and getting stronger due to reasonable land and floor space costs.

The Declaration of the Airport Development Zone (ADZ) on August 12<sup>th</sup>. by Governor Malloy has brought a new excitement to the Industrial Zone at the Airport. We appreciate the efforts of Senator Rob Kane and Representative Dave Labriola for their efforts on behalf of Oxford. At this time 6 new applicants have applied for and have been accepted for location of a business in the ADZ. There are more Companies waiting to file a pre-application for acceptance into the Zone and it's incentives. The Sunday American dated October 26, 2014 in section B, local news has an article exclaiming how thrilled Governor Malloy is with the progress of the ADZ. at Oxford Airport. It is doing exactly what he hope it would do. Excel job growth.

A consistently low mill rate, currently 24.87 and the Town's reputation for presenting predictable and efficient regulatory processes that respect developers and investors and ensure timely project development.

In the twelve months since our last report, we have added 3 new Commercial properties in Town plus 5 more that are in the permit stage. The largest of these proposed projects is the Oxford Town Center at the Haynes Quarry on Route 67. At this time Stage one has been approved ie. THE SUPERMARKET' and is scheduled to open in the Fall of 2015..

As Economic Development Director , I continue to pursue all opportunities in the Industrial Zone surrounding Oxford Airport and commercial development in the commercial zone of the Town. Besides the ADZ. and Oxford Town Center, Oxford also has two other major projects in development at this time Masonic Care is in the permit stage of building and operating A facility of 131 acres at the upper end of Riggs Street. That will be home to some 400 residents , with 400 to 500 daily

workers on staff. The facility will be very similar to the Masonic Care Center in Wallingford. The largest and the project with the most to give tax dollars to Oxford is the proposed Gas Turbine Driven Power Plant that is to be built and managed by CPV. in Woodruff Hills..A one billion dollar project that will take 3 years and 300 to 500 tradesmen to build. This plant will generate between 60 and 70 million tax dollars to Oxford over the next 20 years.

The Commercial Zone along Route 67 is having a renaissance led by the refurbishing and renting of the two hundred year old Oxford House. The Property has been bought and redone by a resident of Oxford.

A distinguished feline Vet has purchased a house and property to build a feline facility to service her clientele who fly into the Airport from all over the world.

Dr. D'Sousa, an Oxford resident has cleared his property on Route 67 where Bob Scinto will build a 50,000 s/f Medical Complex to service Oxford and the surrounding area.

Heavenly Doughnuts, whose owner is a resident of Oxford, will be building a new shop to compliment the one they have had for over 20 years on Route 34 in Derby.

I get calls every day with questions as to what is going on in Oxford with economic development All I say " come see for yourself."

Oxford is the Fastest Growing Town of it's size in Connecticut. The Town is about to become the hub of economic development in the center of Western Connecticut.

Oxford's business friendly regulatory processes have made Oxford not only open for business but the incentives offered both by the State and the Town offers a unique opportunity for growth. Strong cooperation and support from the all Town Departments makes it possible to expeditiously process new applications, issue permits, and effectively monitor economic development activities.

#### **ECONOMIC DEVELOPMENT EQUALS GRAND LIST GROWTH .**

In fiscal year 2013/2014, economic growth added \$ 52.2 million to the Industrial Grand List since 2005 completed economic development projects, new sub-divisions. In 2013/2014. \$ 2,150,700 was added to the Industrial Grand List Tax Base.

In fiscal 2013/2014 the Industrial Grand List will contribute \$ 58.3 million or 7.7% of the Town's tax revenue. That is up from \$ 22.5 million or 31.2% in fiscal 2006/2007

What does this mean for individual tax payers?

Without the Town's robust industrial grand list, the current mill rate of 24.87 would increase by almost

4 mills to give Oxford a mill rate of over 28.0 mills for all residential properties to cover the current budget of almost \$ 44.0 million.

Therefore, a home assessed at \$250,000 would pay an additional \$1150.00 dollars in taxes with a 28.00 mill rate in fiscal year 2013/2014.

The Economic development Commission.

Andrew McGeever , Director.

Industrial Grand list growth has added \$ .06 % to the List in 2013/2014 in very tough economic times.

Oxford's mill rate of 24.87 is third lowest in New Haven County.

The Economic Development Commissions budget of \$76,000 for fiscal year 2011/2012 was used judiciously and the expenditures were some \$10,000 under budget in that a budgeted computer was not purchased but a sharing of a little used computer was initiated and proved successful.

The budget for 2013/2014 was approved at \$60,000 in that we are very frugal in the way we spend tax payers money.

#### DEVELOPMENTS AND DETAILS IN THE PIPELINE THAT WILL BE ADDING TO OXFORD'S GROWTH

New Business' added to Oxford's Growth since 2006/2007 to 2013.

A1 – Pools Oxford Rd. & Park Rd

ATI – Christian St.

Alternative Energy – Christian St.

B. United International + additional 9600 s/f - Fox hollow I/P

Baracol Air – Hurley I/P

Balfour Ind. – Riggs St.

Cast Global – Woodruff Hills I/P

Collins Paper Box – Riggs St.

Colls Mfg. – Tower I/P

DEC. – Fox hollow Rd.

Earthworks – fox hollow I/P

East Coast Car Care – Donovan Rd.

Expresso New England – Riggs St.

Farrel Corp.-Tower I/P

Flynn Construction – 3 Morse Rd.

Forusai LLC. – Riggs St.

Gem Corp – Fox Hollow I/P

Jefferson Pine Furniture - Hurley I/P

KaroTech – 3 Morse Rd.

Kenetic Kids – 1 Jacks Hill

M-40 LLC. 1 Morse Rd

Marcus Dairy – N. Larkey Rd.

Modern Tool & Mfg. –Christian St.

Phoenix Propane- Rt. 67

Polder Inc – Joyce @ Christian St.

Taulton Packaging—Hurley I/P

Woodbury Supply – Willenbrock Rd.

#### Additions in 2013/2014

Roller Bearings-additional bldg. +28,000 s/f

Bedoukian –50,000 s/f Nichols Rd.

DES. Fox Hollow Rd. 40,000s/f

Balfour Industries Riggs St. 25,000s/f

Kimtron –Hurley Park 6,000s/f

Farrel Corp- 12,000s/f in Tower Park off Willenbrock Rd.

Carey Appliance- 3,000s/f 315 Riggs St.

House- 2500s/f on Christian St as office space- J. Godin

Villa Sistiani Medicali Research - 9,000s/f- Willenbrock Rd.

Go Green Global- 9,000s/f Hurley Park.

Curves Bldg. on 67 sold to Chinese rest. [rental prop]

Oxford House – renovations to bakery and pub on main floor

B. United International – Fox Hollow – added 4,000 s/f + option on land for add. bldg.

Peach Wave on 67 rental 2500s/f yogurt shop.

Oxford House – rt.67 Redo- bakery/coffee shop+ Irish Pub.+offices on 2&3 floors.

Newly Designed Hangar for Airport plus refurbish of tarmac.

Salton Group- medical Bldg. Rt.67. Gateway Area – start 10/2013

ATI – Christian St.

Black Hog Brewery- Hurley Park

#### Prospects in Development

CPV Group – Power plant – Woodruff Hills

Patriot Park- 31 acres- 9 lots bought by Earthworks..

River Bend I/P 400 acres in I/Z

The Town Center- Rt. 67 and the Haynes Quarry

ADZ- economic zone 2 mile radius of airport

Fairview phase of Oxford Greens -175 more condo's.

Hurley Group –New Haven- purchased 2 lots on Morse Rd-building 75,000 s/f flex space.

XAL Corp- 100,000 s/f @ Patriots Pk.

Masonic Care – Riggs St. -

**ECONOMIC DEVELOPMENT**

**Contact : Director**

**Andrew McGeever**

**ECONOMIC DEVELOPMENT DIRECTOR**

**TOWN OF OXFORD CONNECTICUT**

**Bus: 203-888-2543 x3028 [Mon. to Fri.]**

**203- 828-7541 Cell { anytime }**

**Fax: 203- 888-2136 [Mon. to Fri ]**

**Commission Members: EDC.**

**Augie Palmer-Chairman**

**Ed. Carver: asst. chairman**

**Pat Blanko**

**Mike Macchio : Treasurer**

**Dan Wall**

**Jay Borkowski**

**Alternate:**

**Jim Winger**

**Bob Costigan**

**Oxford Gateway District:**

## **Commercial Lease Property**

Property from Town line to West St.

Available properties along Rt. 67.

Office space at the Airport.

**Airport Development Zone approved August 2013, Multi Billion Dollar Project.**

**Will add 10,000 regional jobs and millions and millions of tax dollars to Oxford over the next 10 years**

**The Proposed Power Plant @ Woodruff Hills – Will add 65 to 70 million dollars to Oxford's Tax income over the next eighteen years.**

## **FOX HOLLOW INDUSTRIAL PARK**

**In park: EARTH WORKS**

**B. United International**

**CED Mfg.**

**Gem. Corp.**

**2 lots still available.**

## **WOODRUFF HILLS INDUSTRIAL PARK**

**Current occupant: Algonquin Gas**

**Cast Global**

**[Committed] CPV. – shovel ready electric plant**

**17 lots still available.**

Technology Park.

River Bend Industrial Park 400 acres for class A buildings.

Available to build 18 buildings , 1,000,000 s/f Hi-tech office and mfg. space adjacent to the Airport. Shovel ready. Subdivision plan available.

Pilots Mall; owned by River Bend.

Not part of Technology Park , multiple properties surround the Airport.

Will build to suit.

Commerce Park Industrial Park

6 lots ranging in size from 3+ acres to 24 + acres. Park established

In 2011 with the Army Corps of Engineers cutting in the new Commerce Rd from Christian St. to Jacks hill Rd.

Proposed additional Industrial Parks:

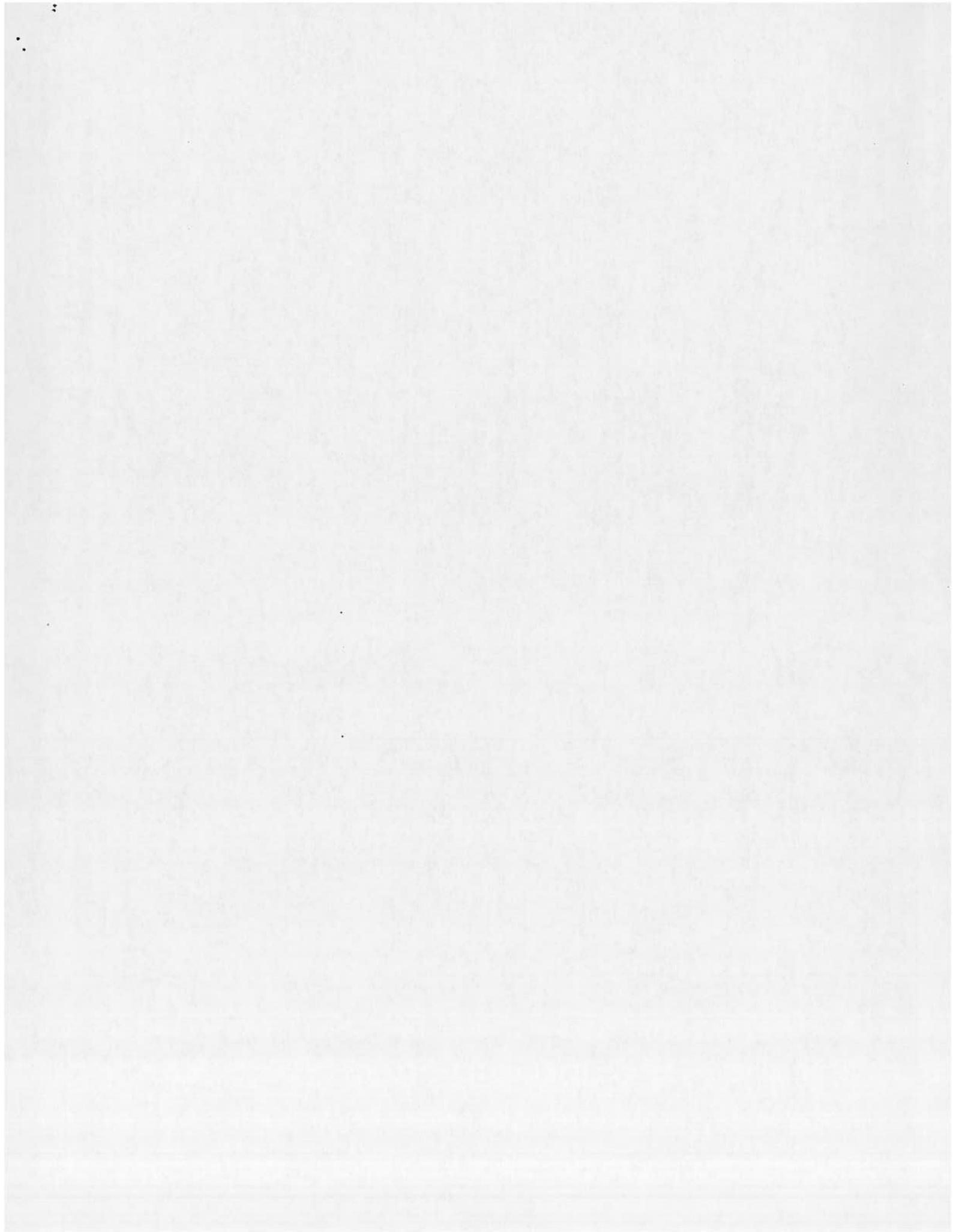
Patriot Industrial Park

Located on corner of Christian St. and Hawley Rd.

9 lots , averaging 2 to 4 acres. Very bucolic setting for an office complex

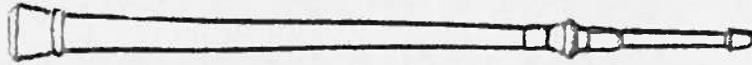
XAL- building 100,000 s/f complex..

The Economic Development Commissions Director is please but never satisfied with the economic development here in Oxford. Economically our best days are ahead of us and we won't be satisfied until we can all say" Oxford, what a great place to live and work"!





# OXFORD FIRE DEPARTMENT



SB CHURCH MEMORIAL TOWN HALL  
OXFORD, CONNECTICUT 06478-1298

OXFORD CENTER VOL. FIRE CO.  
QUAKER FARMS VOL. FIRE CO.  
RIVERSIDE VOL. FIRE CO.

*Scott J. Pelletier, Chief*

*Ron W. Prajer, Assistant Chief*

*Andrew Coy, Assistant Chief*

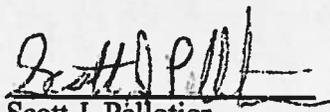
November 3, 2014

**To:** Board Of Selectmen  
**From:** Board Of Fire Chiefs  
**Re:** Annual Report FY2013-14

Attached is the Annual Report for the Fire Department for FY2013-14.

If you have any questions, please contact me.

Respectfully submitted,

  
Scott J. Pelletier  
Chief Of Department  
Oxford Fire Department

Copies:  
AC Prajer  
AC Coy  
Captain Belinsky  
Captain Blood  
Captain Gramigna

File

# *Oxford Fire Department*



## *Mission Statement*

**T**he mission of the *Oxford Fire Department*, Oxford, Connecticut, is to protect life, property, and the environment. This includes protecting the residents, property owners and visitors of the Town of Oxford from the ravages of fire, arson, accidents and other manmade or natural incidents when life and property are in jeopardy.

**S**uch service and protection will be provided in the form of education and prevention activities coupled with the prompt, efficient, professional and effective response to all emergencies with the preservation of life as the highest priority. The *Oxford Fire Department* will also make available its physical resources, personnel and technical assistance to other public safety agencies at their request to mitigate emergencies whenever practical and reasonable. We pledge to deliver the highest quality of fire suppression, public education, and fire prevention possible to meet the needs of our community

Approved 12/12/2012

## **Oxford Fire Department**

### **Annual report for FY2013-14**

Fiscal year 2013-14 was a busy year for the Fire Department. The approved budget was up but the world wide economic situation made trying to keep within the budget a daily challenge. The number of calls was 422, the number of fire fighters was up slightly. Call statistics used for this report will be for the calendar year 2013.

The FY 2013-14 Budget was different than the previous year and as usual a continual challenge. Contract Services for Dispatching was removed from the Fire Department budget and became a new department representing Ambulance, Fire Department, Police and Public Works as the costs are all shared by these entities. The Fire Department after trying for several years finally received grants for training and new turnout gear. See details below. Emergency and unplanned repairs to apparatus exceeded \$18,500. This is at least the second year of unplanned vehicle repair expenditures greater than \$17,000 per year and represents an area of the budget process that should be addressed by the Board of Selectmen, Board of Finance and the Board of Chiefs. A good part of this over run was covered by savings from the grants and reducing expenditures where able. That was followed by revised requirements for repairs to the Quaker Farms station requiring bids to be requested for the work. \$18,874 was required to complete the repairs which was unplanned and was added to the FD budget by BOS & BOF. A difficult fire on Rees Drive required a large amount of foam resulted in an additional expenditure of \$2,200 that was covered by an additional transfer. At the end of the budget year, the Fire Department General Fund Budget was left with a \$904.49 overrun.

The work load for the Fire Department increased in 2013. There were 422 calls, up 11 from last year. The number of fire fighters was 104. Everyone rose to the challenge and the total fire fighters attending calls during 2013 made the average number per call eighteen. There were 45 fires; 21 structure fires 12 vehicle fires, 9 brush fires and 3 miscellaneous. There were 133 rescue/medical assist, 119 false alarms, 29 mutual aid, 39 hazardous conditions and 57 other responses. To respond to these emergencies and resolve the issues, the fire fighters of the Oxford Fire Department gave the town of Oxford 8,258 hours of their time.

In 2013 Oxford fire fighters continued to learn new skills and hone the ones they have. One thousand one hundred nineteen FFs spent 3,160 hours in classes and on the fire ground training during the year to help them deal with whatever emergencies they encounter. In addition, one new fire fighter completed NFPA Firefighter I Certification spending at least 150 hours in the program, one fire fighter went on to complete NFPA Fire Certification II for advanced skills and one fire fighter completed Fire Service Instructor I and has used his new skills to help train Oxford fire fighters. We take our job seriously!

What's New? A new specification for OFD first line Engines was developed by a committee of members from the three fire companies. When it is completed it will be the specification for the replacement of the aging first line pumpers at each company. Engine 51 will be the first to be replaced and was approved in the FY2014-15 budget. A new Chief's vehicle originally scheduled for this year was moved to FY2014-15 and Marine 1 boat was moved to FY2015-16.

Replacing capital equipment in the Fire Department inventory has continued. All of OFD's SCBA air bottles were replaced this year as they were at the end of their life cycle. The second half of the Hurst tool upgrade was also completed bringing all of our equipment up to date with

## **Oxford Fire Department**

### **Annual report for FY2013-14**

the latest technology. There were some changes for the RT 67 radio voting site as we had an opportunity to use a different site in Beacon Falls which would give us greater coverage. Work started in 2014 and completion was estimated to be July 2014.

We continued the on going challenge of getting funds from the Federal Grant process. One of the remaining capital equipment replacements for the Fire Department is our Scott SCBA Air Paks. They need to be replaced and out of service by FY2016-17. We worked with the town's Grant Administrator this year and submitted a request for the funds for them with no success. We will try again in FY2015-16.

Respectfully submitted on behalf of all active Oxford fire fighters, past and present, by



Scott Pelletier  
Chief, Oxford Fire Department

**Summary Activity for the Oxford Fire Marshal's Office:**

**Year: 2013**

**Inspections:**

- 31 assembly occupancies,
- 252 business occupancies,
- 1 mercantile occupancies,
- 1 industrial occupancies,
- 4 educational occupancies,
- 3 daycare occupancies,
- 3 oil trucks,
- 11 oil tanks,
- 12 propane installation,
- 11 propane installation,
- 6 diesel fuel & gas dispensing system,
- 46 apartments

**Cert. of Occupancy Inspections:**

- 1 CO assembly occupancies,
- 22 CO business occupancies,
- 0 CO mercantile occupancies,
- 2 CO industrial occupancies,

**Re-Inspections:**

- 42 assembly occupancies,
- 241 business occupancies,
- 10 mercantile occupancies,
- 4 industrial occupancies,
- 39 educational occupancies,
- 4 daycare occupancies,

**Blasts:**

- 4 Issuance of blasting permits,
- 17 On site & witnessed blasts,
- 3 Investigation of blasting complaints,
- 4 Inspection of Blast Sites,
- 0 Inspected Blasting Magazines

**Fires:**

- 50 Investigations of Fires,
- 421 Completed Fire Reports for OFD

**Other Activity:**

- 80 Review of new building plans,
- 15 Review of Hood system plans,
- 1682 Attended Pre-Construction meetings/ job me
- 20 Conducted fire alarm tests and review plans,
- 14 Conducted sprinkler alarm tests and review p
- 29 Attended continuing education classes,
- 13 Processed documents for underground oil tai
- 22 Conducted Fire Prevention

SAP  
1-21-14



## TOWN OF OXFORD

Kathleen O'Neil

Oxford Grant Administrator/Writer

S.B. Church Memorial Town Hall

486 Oxford Road, Oxford, Connecticut 06478-1298

Phone: (203) 888-2543 ext. 3067 Fax: (203) 888-2136

E-mail: [grantadmin@oxford-ct.gov](mailto:grantadmin@oxford-ct.gov)

### Annual Town Report 2013-2014

#### Grants written, awarded and being administered during FY 2013 - 2014:

• EMPG – Emergency Management Preparation Grant	\$6,455.00
• Municipal Grant – Supplements Senior Center Drivers Salary	\$26,211.00
• 5310 – New Senior Van and Mini-bus	\$80,000.00
• America the Beautiful – Legacy Trees for Oxford High School	\$8,000.00
• Recreational Trails – Rockhouse Final Phase	\$77,000.00
• Connecticut Community Foundation – Invasive Plants Removal	\$9,816.00
• Naugatuck Savings Bank Foundation – Scoreboard	\$27,000.00
• Katherine Matthies Foundation – School Garden	\$7,500.00
• Katherine Matthies Foundation – Playscape	\$7,500.00
• Katherine Matthies Foundation – Vernoooy Tennis Center	\$7,500.00
• Christian Street Reconstruction – ConnDOT	\$2,800,000.00
• KaBoom – Playscape	\$2,000.00
• School Security Grant - Security enhancements	\$347,608.00
• STEAP Agnes Tetlak Park (Aggie's Park)	\$500,000.00
• Connecticut Community Foundation Senior Center Memorial Picnic	\$1,000.00
• Katherine Matthies Foundation Oxford Cultural Arts	\$10,000.00
• Katherine Matthies Foundation Library Projector	\$8,400.00

**Total awarded and administered grants during 2013-2014** **\$3,906,590.00**

#### Grants Written and Denied or Not submitted in 2013-2014:

• STEAP – finish Christian Street	\$350,000.00 Denied
• Main Street Grant	\$500,000.00 Denied
• Brownfield Phase I Evaluation (3)	\$40,000.00 Denied
• Ambulance Katherine Matthies	\$20,000.00 Denied
• Library Construction Grant not Submitted	\$1,000,000.00
• Open-Space Quaker Farms Road approximately – not submitted	\$500,000.00



## Oxford Public Library Annual Report

July 1, 2013 through June 30, 2014

### **Circulation and Interlibrary Loan:**

Oxford Public Library is a vital part of the Bibliomation consortium, which gives our patrons easy access to the collections of 62 public libraries. The library uses an open-source system called Evergreen to circulate materials and catalog. Oxford circulated 44,134 books, videos, DVDs, audiobooks, magazines and other items, a 0.7% increase from last year. Patrons borrowed 1,401 materials from other libraries through our interlibrary loan system. We loaned 1,279 materials through interlibrary loan to other libraries. We were not able to fill 19 loan requests. The library was closed on Saturdays and Sundays. We were open from 8am-8pm Mondays and Thursdays, and 8am-5pm Tuesdays, Wednesdays and Fridays year round, for 51 hours each week.

### **Patron Registration and Databases:**

Through our web page (<http://www.oxfordlib.org>), which is updated weekly, patrons can access Oxford's library catalog, renew their books, and request books online to be reserved or shipped to us from other libraries. Patrons can also listen to digital downloadable audiobooks or read digital ebooks on their computers and mobile devices from a database called Overdrive provided by our Bibliomation consortium. The library has a Pinterest and Facebook page and is subscribed to eSequels, Novelist, and Wowbrary databases. We have over 150 titles to our circulating kindle devices. An increase of 6.2% over last year, or 372 new patrons, signed up to get library cards for a total of 6,251 card holders.

### **Books and Friends:**

We added 2,320 new books and materials to our collection, and deleted 3,975 materials to make room. Our collection now stands at 31,833.

The Friends did fundraisers in 2013-2014 such as holding the Holiday Raffle, and increased the in-house book sale capacity. They continued their generous funding of museum passes and bought materials such as new Kindle e-books, program refreshments, and prizes for summer readers.

### **Library Board of Directors:**

The Library Board of Directors met from September 2013 through June 2014. The Library Planning and Building Committee met from September 2013 to June 2014.

**Staffing:** We now have four full-time staff, three part-time staff and two substitutes. No changes.

**Budget:**

The 2013/2014 fiscal year adopted budget, which passed in May 2013 was \$249,837.

**Adult and Children's Programs:**

Special programs were held in July and August 2013 for our summer reading program, which had a mystery theme. In July, the Science Snoopers with Jean Mai held three themed programs.

Throughout the year, our regular series of storytimes took place on Tuesdays for ages 3-5, and Wednesdays for children under 3. Every Monday was craft day. Many Monday and Thursday night book discussions were held for various ages. In the fall, children had canine book buddies, Kokopelli Music school visited, Yoga Together visited, and we also celebrated Banned Books Week, Teen Read Week, Halloween, Children's Book Week, Thanksgiving and Christmas with special programs and crafts.

Spring 2014 started with a winter writing program, then continued with visits from the Christ Church preschoolers. Our "Precious Prom" for infants up to 5 year-olds was done by Mr. Gym. In May we featured our sixth annual potty party and worked with Great Oak Middle School and Oxford High School on two new after-school book discussion groups. Our children's librarian visited and did outreach to the schools in June. The 2014 summer reading kickoff event was a workshop visit from a world champion Frisbee thrower. Our theme was all things related to food!

Our adult book group met monthly throughout the year and discussed 11 different fiction or nonfiction titles.

Total programs held in fiscal year 2013-2014 were 432, with a total attendance of 5,670 people.

Respectfully submitted by: Dawn Higginson, Director

November 4, 2014

## MEMORANDUM

**DATE:** October 20, 2014  
**TO:** Selectmen's Office  
**FROM:** Registrars of Voters  
**RE:** 2013-2014 Annual Town Report

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### Registrars of Voters' Written Annual Report

During the fiscal year 2013-2014, we performed the town's canvass procedure with the NCOA Canvass by Mail System.

The Town held two Budget Referendum and a November Municipal Election.

In all, we registered 207 new voters. We also made 296 Changes and 325 Removals to the Official Voter List, in the 2013-2014 Fiscal Year.

Election Day Registration (EDR) was implemented for the November 2013 Municipal Election. Preparation for EDR included attending training classes along with phone webinars sponsored by the SOS. We had 20 Oxford residences who took advantage of EDR for the November Election.

Respectfully submitted,

Joanne M. Jelenik  
Linda J. Crowe  
Registrars of Voters



***Oxford Resident State Trooper's Office***

*429 Oxford Road  
Oxford, Connecticut 06478-1231  
Telephone 203-888-4353  
Fax # 203-888-1734*



**ANNUAL REPORT  
For  
THE OXFORD RESIDENT TROOPERS OFFICE  
JULY 1, 2013- JUNE 30, 2014**

**Total Calls for Police Service: 6334**

**Motor Vehicle Stops**

**Citations Issued: 824**

**Warnings Issued: 600**

**Driving Under the Influence Arrests: 4**

**Reports Filed**

**Accidents: 199**

**Fatal: 1**

**Injury: 8**

**Criminal investigations & Other Reportable Police Cases: 326**

**Miscellaneous police services rendered: 4422**

**Equipment additions :**

**2014 Ford Interceptor SUV All Wheel Drive**

**Panasonic mobile video cameras for all 8 Police vehicles.**

**Staffing:**

**Total staffing for the year was 13 sworn officers Combination Resident State Troopers and Oxford town Constable's/Officer are both full and Part time.**

**Respectfully submitted  
Sgt. Daniel J. Semosky #233  
Resident Trooper Supervisor**



**TOWN OF OXFORD**  
**S.B. Church Memorial Town Hall**  
**486 Oxford Road, Oxford, Connecticut 06478-1298**

*From the Board of Selectmen*

*The board of selectman, consisting of Jeffrey Haney, David McKane and myself, is well aware of economic factors facing our residents and we are working very hard to keep our mill rate down. The town recently negotiated three new contracts with the town's unions and is working on a fourth contract with the police department.*

*There is still discussion regarding a new library and plans are ongoing. Work is almost completed on the new dog pound which should be open by the end of the year. The town is also aggressively seeking new economic development opportunities in an effort to keep taxes down.*

*This year we received a \$400,000 grant to help people rehabilitate their homes and a \$500,000 grant to build new fields at Aggie Park. Also major road work took place this year on Christian Street and on Route 188.*

*George R. Temple Esq.*  
*First Selectman*

**Senior Services  
Town of Oxford  
Annual Report – Fiscal Year 2013 - 2014**

The Oxford Senior Center welcomes any individual age sixty or above to become a member. The Oxford Senior Center is open five days a week and we currently have 925 members. A variety of programs are offered to support a quality of life that is a healthy and active in a safe, friendly and fun atmosphere. The needs of our senior population are met by working in conjunction with our local police department, fire departments, medical community, state agencies, national organizations, local churches, as well as independent professionals. Affordable nutritious lunches are offered through TEAM Community Action Agency as well as other opportunities to enjoy hot meals throughout each month. We offer reliable transportation options for our elderly and disabled Oxford residents.

The Elderly Commission consists of six members of the community responsible for focusing on and offering solutions to the needs of our elderly residents. The Commission helps to foster understanding, respect and involvement of elderly residents in all aspects of community life. Our Municipal Agent is available to disseminate information regarding services and benefits available to the elderly and to assist the elderly applying for these services.

The Center is well attended on a daily basis with a steady participation in activities we offer throughout the year. Offsite we hold an annual picnic for all members in May at Jackson Cove and this year a "Living History" was a very special memorial celebration. An annual Christmas party and a wide variety of trips are offered. This year has shown an increase in our membership due to the Center's reputation for being friendly and inviting, as well as having many different kinds of programs to offer.

The following programs were offered from July 1, 2013 through June 30, 2014.

**Health and Wellness Programs**

Blood Pressure Screening  
Bocce  
Municipal Agent/Social Services

Positive Thinking Workshops  
Blood Drive-Red Cross  
Reflexology

Chair Yoga  
Tai Chi  
Flu Vaccine Clinics  
Golf Group  
Healthy Eating Presentations  
Hearing Screening  
Hypertension Prevention  
Indoor/Outdoor Walking  
Food Preparation Safety Class  
Reiki

Stroke Screening  
A Matter of Balance Program Series  
Holistic Wellness Workshop  
Wii Bowling  
Yoga  
Zumba Gold  
Skin Cancer Screening  
Strength Training  
Osteoporosis Screening  
Flex, Fit & Fun Exercise

### **Presentation/Speakers**

A.A.R.P. Tax Preparation  
A.A.R.P. Driver Safety Classes  
J American Red Cross  
Griffin Hospital Parish Outreach  
The Watermark  
Art Horn – Meteorologist  
River Glen Healthcare Center  
American Legion, Miles S. Miles Post #174  
Derby Melodeers  
Hearing Aid Specialists of CT  
Oxford High School Band & Choir  
Hearing Aid Specialists of CT

VITAS Five Wishes Program  
John Somero Medicare Presentation  
Oxford Girl Scouts  
Oxford High School Football  
Shady Knoll Healthcare Center  
Probate Judge Calabrese  
Joint Pain Presentation

### **Socialization Programs**

Arts/Crafts  
Billiards  
Bingo  
Book Club  
Choral Group  
Continental Breakfast  
Cooking Classes  
Day Trips  
Card Groups  
Board Games  
Knitting  
Luncheons  
Grandparents Day  
Volunteer Appreciation Social

Pastel Painting Classes  
Table Tennis  
Ice Cream Socials  
Trivia Games  
Movie Socials  
Musical Entertainment  
Memory Enhancement Activities  
Sing-a-long  
Prayer & Share  
Comedy Hour  
Quilting  
Wii Bowling and Billiard Tournaments  
Poetry Corner  
Let's Talk About It Discussion Group

## **Transportation**

**4 Vehicles (3 Wheelchair Accessible) – 4 Part Time Drivers**

**Medical Transportation – Monday through Thursday**

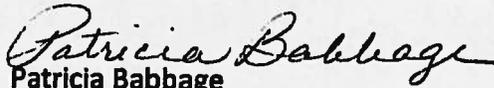
**Shopping – Tuesday**

**Off Site Trips – Educational/Recreational**

**General Transportation – Personal care, banking and Town Hall as needed**

**Transportation is provided to and from the Center for programs.**

**Respectfully submitted,**



**Patricia Babbage**

**Director of Senior Services**

**Town of Oxford**



**TOWN OF OXFORD**  
**S.B. CHURCH MEMORIAL TOWN HALL**  
**486 OXFORD ROAD, OXFORD, CONNECTICUT 06478**

**TAX COLLECTOR**

October 29, 2014

To: Mr. George Temple, Esq.  
First Selectman, Town of Oxford  
And, Board of Selectmen

Re: Annual Town Report

Dear Sirs,

The Tax Collector's Office always starts the new fiscal year by preparing the Real Estate Tax Bills, Motor Vehicle Tax Bills, and Personal Property Tax Bills due July 1<sup>st</sup> and January 1<sup>st</sup>. This year we had our software company print and mail approximately 20,600 bills. This billing resulted in \$34,542,757.26 in collections.

In October we prepare sewer use bills and aircraft bills. There were 618 sewer use bills mailed with a minimum due of \$300.00 each, and 105 Aircraft bills varying from \$90.00 to \$2500.00.

Three to four times a year, delinquent notices are mailed to taxpayers reminding them of balances due with interest.

There are two fulltime employees and one part-time employee in the Tax Collector's office. I would personally like to thank Ashley Schremmer and Bob Anderson for all of their hard work during the year. They are a pleasure to work with. Both employees turn out a full day's work throughout the year. Ashley is in her final certification class and will sit for the State of Connecticut's Final Exam in December of 2014. After working a full three years in the office she will be Certified as a Connecticut Municipal Tax Collector, as I am.

The Tax Collector's Office also processes Sewer Assessment Bills and Water Utilization Bills. Our Office along with other Town Officials are still vigilantly working to straighten out records left incorrectly processed by our former Tax Collector, Karen Guillet, who is still serving time at the Niantic Women's Prison. We are very close to completing the task of bringing all records up to date and looking forward to going online with our tax records.

Thank you for the support shown to the Tax Collector's Office during this past year.

Respectfully Submitted,

Sharon L. Scinto, CCMC  
Tax Collector and Aircraft Registration Official



## TOWN OF OXFORD

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298

OFFICE OF THE TOWN CLERK

### ANNUAL REPORT FISCAL YEAR 2013-2014

The Town Clerk's actual operating budget for Fiscal Year 2013-2014 was \$169,205.00 Total fees collected were \$379,340.49 of which \$243,573.49 was turned over to the town's general fund as well as \$14,951.00 for the town Local Capital Improvement and Historical Preservation funds. The remainder of fees was collected for various State of Connecticut agencies. Recorded on the land records this year was 2,352 documents 29 maps and 46 trade names.

The land records program was updated to Resolution III. We added a counter computer to take in all fees. This program added checks and balances right at our finger tips. The project was funded by a grant I received from the State Library as well as the Historical Document fund.

Vitals processed this year were as follows: 76 birth records, 148 marriage licenses, 74 deaths certificates and 1072 Burial & Disinterment Permits from the local Crematory. We licensed 929 dogs and 10 kennels and sold over 675 sport licenses and permits as well as issuing 67 daily permits to hunt.

There were 2 budget referendums for the Municipal and Education budgets FY-2014-2015. The Road budget passed on the first vote, May 13, 2014. (yes 1226 No 690) The Municipal (yes 805 no 557) and education budgets (yes 733 No 631) passed on the second vote, June 3, 2013.

November 5, 2014 was a Municipal Election. There were a total 8,552 voters on the actual voter list with 3,225 casting their vote. The Town Clerk's office issued 91 absentee ballots.

It is a pleasure to serve as your Town Clerk. If you have any questions or comments feel free to visit your Town Clerk's Office.

Respectfully submitted,



Margaret A West

Town Clerk

