

March 17, 2025

The Town Council of the Town of Oxford met for a regular meeting on March 17, 2025, at 7:00 p.m. at the Town Hall. Tina Coffman, Nate Foster, and Terry Zink were present. Town employees and department heads present included Deputy Clerk Hope Dunning and Marshal Aaron May.

Meeting was called to order by Coffman at 7:00 pm – Quorum present

Claims: Foster made a motion to accept claims. Zink seconded. None opposed.

Minutes: None presented

Clerk Treasurer's Report: Dunning presented a quote from VC3 for IT support for the council to look over and a request for a payment arrangement was made.

Assistant Superintendent Utilities: Dunning reported information from Lord about bathroom fixtures in both parks needing replaced due to lack of heat in those facilities. Rommel facilities will need 5 toilets and 3 urinals. Academy facilities will need 1 toilet and 1 urinal. Discussion took place as to procedures needed to take place for winterizing since this is a repeat issue.

Marshal: May informed the council that he is continuing his efforts on ordinance violations and upcoming training he will be completing. May also requested a special meeting for the council to interview potential candidates for Deputy Marshal.

Fire Department: N/A

Business Guest: Chris Nagele reported to the board that he has closed his business and requested the council to no longer discuss his business.

Rob Bellucci from CommonWealth presented the findings from bids that were placed for the upcoming water project along with a request for the council to accept their recommendation for Atlas Excavating, Inc. Discussion took place as to what the amount of the bid included.

Christine McCutcheon requested clarification of zoning for a property that is up for sale in town. Discussion took place as to what the property is currently zoned as and what steps might need to be taken if a potential buyer was interested in changing that.

Dunning reported that Gwen Erwood requested that the council waive event insurance as the person bringing horses to her event has their own insurance. Other event details of the Dan Patch Festival were discussed.

Public Comment: A resident spoke up about a vacant town property that appears to be hazardous and in need of some boarding up. A request was made for town signage to be placed when entering town. One resident had concerns about a possible hazard near a business on the square.

New Business: Foster made a motion to approve the bid from Atlas for the upcoming water project. Zink seconded. None opposed.

Council scheduled a special meeting on March 21, 2025 at 6:00 pm to discuss quotes for toilets and April 7, 2025 at 6:30 pm for possible interviews.

Foster made a motion to accept the payment arrangement that was requested. Zink seconded. None opposed.

Zink made a motion to accept Cliff Robinson as local bond counsel. Foster seconded. None opposed.

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Foster made a motion to adjourn the meeting. Zink seconded. None opposed. Meeting was adjourned at 7:33 p.m.

The next regular meeting is Monday April 7, 2025, at 7:00 p.m. at the Oxford Town Hall. The public is welcome and invited to attend.

Submitted by Tina Porter  
TINA PORTER, CLERK-TREASURER

Approved by Tina Coffman  
TINA COFFMAN, COUNCIL PRESIDENT

Date Approved 4-21-25