

**OXFORD TOWNSHIP MEETING**  
**October 5, 2022**

The meeting of the Township Committee of Oxford Township was held on October 5, 2022 in the Oxford Township Municipal Building, 11 Green Street, Oxford, NJ.

Notice of time, date, location and agenda of this meeting, to the extent then known was provided at least forty-eight (48) hours prior to the commencement of this meeting in the following manner pursuant to the provisions of Chapter 231 of the law of 1975 “the Open Public Meetings Act”:

- Emailing to the Express Times / Warren County NJ Zoned Edition
- Posting on the Township web-site and Facebook page

In attendance was Gerald Norton, Georgette Miller, and Linda Koufodontes, Township Committee, Matthew Hall, Township Administrator, Rich Wenner, Township Attorney, and Susan Turner, Deputy Clerk.

Mayor Norton opened the meeting at 7:01 PM

**Meeting Minutes:** Georgette Miller moved to accept the September 21, 2022 Regular meeting minutes and Executive Session minutes. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

**Public Comment on Agenda items:** - No comments

**Ordinances: 1st Reading/ Public Hearing** – No ordinances for 1<sup>st</sup> reading.

**Ordinances: 2nd Reading/ Public Hearing** – No ordinances for 2<sup>nd</sup> reading.

**Resolutions:**

**RESOLUTION 2022-67**

**RESOLUTION OF TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE  
OF NEW JERSEY APPOINTING TAX COLLECTOR**

**WHEREAS**, there is a vacancy in the office of the tax collector; and

**WHEREAS**, the Mayor has nominated, and the Committee desires to confirm, the appointment of Holly Dominguez as Tax Collector, effective October 7, 2022; and

**WHEREAS**, N.J.S.A 40A:9-142 states that every Municipal Tax Collector shall hold her office for a term of 4 years from the first day of January next following her appointment; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee that Holly Dominguez is hereby appointed as the Tax Collector for the Township for an initial term of four years, commencing October 7, 2022, and shall be paid in accordance with its current salary ordinance for that position.

Georgette Miller moved to approve Resolution 2022-67. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

### **RESOLUTION 2022-68**

#### **RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY APPOINTING MATTHEW C. HALL AS THE TOWNSHIP BUSINESS ADMINISTRATOR**

**WHEREAS**, there is a vacancy in the position of business administrator for the Township of Oxford;

**WHEREAS**, the Mayor and Committee desires to appoint Matthew C. Hall as the Township's business administrator, effective September 1, 2022, at the rate of \$35,000.00/per annum;

**NOW, THEREFORE, BE IT RESOLVED** by Township Committee as follows: Matthew C. Hall is hereby appointed as the business administrator of the Township of Oxford effective September 1, 2022 at \$35,000.00 per annum and shall receive other benefits generally provided to department heads within the Town.

Georgette Miller moved to approve Resolution 2022-68. Seconded by Linda Koufodontes and passed by unanimous roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent:0.

#### **New Business:**

-Development Opportunity – Mayor Norton stated he and Mike Finelli met with a developer who is interested in putting 80 to 100 townhouse units on a non-Township owned property. They want to have an application before the Land Use Board by the end of the year.

-Sewer Notices – A Washington Township resident who uses Oxford sewer wants the interest waived on the sewer bill. He had not paid the bill because it was addressed to the previous owner. The area in which he lives is responsible for notifying the Oxford Tax Office when a change of ownership occurs. Matt Hall will contact the Washington Township Administrator regarding notifications.

-Cannabis companies – Mayor Norton stated he spoke with a cannabis cultivating and manufacturing company that has an agreement to purchase a privately owned Oxford property. This would be a smaller cultivator, around 25,000 sq. ft, that would do more manufacturing. The company will need a letter from Zoning and a Committee Resolution for their cannabis license.

Mayor Norton also spoke with another cannabis company that is looking for a larger property that can hold a 100,000-150,000 sq ft building.

#### **Old Business:**

-Municipal Court Shared Service – Mayor Norton and Matt Hall are waiting to hear back from Belvidere and Independence.

- Cannabis License Limits – Rich Wenner stated he is waiting to hear from the NJ Cannabis Board to get a draft of a memo regarding license limits.

-Cambridge West – Rich Wenner has a call scheduled next week with the developer to finalize the financial agreement.

-Oxford Textile Solar Farm – The \$90,000 deposit check was received. Rich will draft a letter to their attorney regarding the 2022 tax payments.

-Dog Park – Georgette Miller met with Scout Leaders to discuss a Dog Park at the Lake as an Eagle Scout Leadership project. They do not think they could raise the money required through their regular fundraisers. Matt Hall stated that this is a Capital Improvement for which Township funds can be used.

#### **Township Committee Reports and Correspondence.**

-Georgette Miller met with the Christmas Lights vendor. The lights will be put up the Saturday after Thanksgiving.

- Linda Koufodontes attended the Oxford Board of Education meeting virtually. The next meeting is October 13, 2022.

-Linda Koufodontes received an email from Bob Magnuson, School Superintendent, who had contacted Senator Oroho's office. The Senator's office stated the school can apply for additional funding to repair the bridge. Mayor Norton looked into the cost of repairing or replacing the bridge, which would be a minimum of \$20,000.

-DPW – Mayor Norton stated the DPW has begun preparing trucks and equipment for winter weather.

-Lieutenant Smith, Washington Township Police Dept, stated he studied parking along Wall Street in regards to the 2-hour time limit. At least one resident/business owner would move their vehicle a few feet just within the 2-hour time window. Discussion covered tickets, court appearances and a parking authority.

**Township Administrator:** Matt Hall stated the Municipal Building security system has been partially installed. It will be completed next week. He will look into supplemental state aid for the bridge repair/replacement.

**Township Engineer Report:** No report.

**Township Attorney's Report:** Rich Wenner stated the down payment from Oxford Textile Solar is being sent out. Regarding Jensen Drive, he is waiting for Mr. Popinko to finalize the documents. All of the proper steps were followed when the property leased to Skunkfoot Farms was foreclosed in 2011.

**Motion To Pay Bills:**

Georgette Miller moved to pay all bills presented to and approved by the Committee. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent:0. Motion passed.

**Public Comment:** Melinda Abruzzado 23 Henderson Street, Oxford – There are holes in the front yards of several properties along Henderson Street and they are getting larger. Mayor Norton stated that he and the DPW Supervisor had just viewed a sink hole on Belvidere Avenue. These could be due to an issue with the County storm drains. He will look at the Henderson Street properties tomorrow.

**Meeting Recap:** Matt - OTI, sewer bill  
Rich – Cannabis memo

**Executive Session:**

**EXECUTIVE SESSION**

**WHEREAS**, Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist. The public shall be excluded from the discussion of any action upon the hereinafter-specific subject matter.

The general nature of the subject matter to be discussed is.

Mayor Norton moved to enter Executive Session at 7:30 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Georgette Miller moved to return to Public Session at 8:04 PM. Seconded by Linda Koufodontes. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

No action was taken during Executive Session.

Georgette Miller moved to adjourn the meeting at 8:05 PM. Seconded by Mayor Norton. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

---

Susan Turner, Deputy Clerk