

**TOWN OF OXFORD
SELECTMEN'S MEETING MINUTES**

Minutes- September 16, 2021

Public Hearing: 2021-2022 General Assistance Maximums – Appendixes A -H

Opened at 6 PM – no comments – closed at 6:00 PM.

1. **CALL TO ORDER @ 6pm- Chair Caldwell Jackson presided. Vice-Chair Sharon Jackson, Scott Hunter, Dana Dillingham, Floyd Thayer, Adam Garland, Elizabeth Olsen and members of the public were present.**
2. ACTION ON MINUTES
 - 2.1. *Action on minutes dated September 16, 2021.*
Motion to approve by Scott Hunter, seconded by Dana Dillingham. Passed 5-0
3. ADJUSTMENTS TO AGENDA: None
4. PUBLIC COMMENTS:

Joyce Reiner commented on the Cost Recovery program presented by Chief Hewey at the September 2nd, 2021, meeting. Fire/Rescue does a great job, funded by taxes. She is not in favor of recouping costs from the people who are involved in fires or accidents.
5. BUSINESS ITEMS
 - 5.1. Adoption of updated 2021-2022 General Assistance Maximums- Appendixes A – H
Motion to adopt by Sharon Jackson and seconded by Dana Dillingham. Passed 5-0.
 - 5.2. Halloween Costume Parade Event – Patricia Larrivee
Patricia Larrivee has been working with Police, Fire, Rec and the Town Manager to expand the Trunk or Treat usually held at the fire station to include a parade. Fliers are being distributed to the Oxford Elementary School. September 23rd a organizational meeting will be held.
Sharon Jackson asked if both lanes of traffic would be closed. Patricia stated DOT permitted one lane to close only.
 - 5.3. Maine Public Employees Retirement System – Law Update Discussion – Continued
It was voted to allow a governing body vote by November election or the next scheduled town meeting. A warrant article will be drafted for the next town meeting.
 - 5.4. Town Business Park Discussion – Park Street
Adam is asking for direction from the board for the sale of the lots in the business park. Caldwell Jackson suggested a meeting with the Economic Development committee.
Sharon Jackson noted that Tom Kennison, as a member of the Economic Development Committee, should not be collecting a commission on the sale of the lots as the Selling Agent, stating it may be a conflict of interest. She suggested the entire BOS meet with the Economic Development committee.
Floyd Thayer agreed.
Adam will schedule a workshop in the near future.
6. DEPARTMENT HEAD REPORT
Adam Garland met with the Department heads to start a CIP plan and goal setting for the next 5 years (to extend to a 10-year plan in the future). Vehicle maintenance logs will also be a requirement for all departments.

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7. TOWN MANAGER'S REPORT

7.1. Town Office Replacement Discussion/Update

The Town Office is listed, and to continue on the timeline established Adam suggested a workshop with staff input for facility ideas. He has drafted an RFP for Engineer and Architect services.

8. SELECTMEN ITEMS

Floyd Thayer: Highway is doing a nice job clearing.

Scott Hunter:

- Questioned who should be getting the Boston Cane.
- Asked about the spectrum build and funding for the build. Adam stated when the funds come in the board will review.
- Coldwater Brook Road Extension – Did we get a price to pave to the first home's drive? Adam is working on getting a quote.
- Asked to have a remote meeting policy.

9. SIGN WARRANTS – 28, 29, 30, 31, 32, and 33

Motion to sign the warrants by Scott Hunter and seconded by Dana Dillingham. Passed 5-0.

10. EXECUTIVE SESSION

10.1. To enter in executive session to discuss a personnel matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(A).

Motion to enter Executive Session at 6:40 by Scott Hunter and seconded by Dana Dillingham. Passed 5-0.

Motion to exit Executive session at 7:02 by Scott Hunter and seconded by Dana Dillingham. Passed 5-0.

11. ADJOURNMENT

Motion to adjourn at 7:03 by Scott Hunter and seconded by Dana Dillingham. Passed 5-0.