

TOWN OF OXFORD  
SELECTMEN'S MEETING

**August 19<sup>th</sup>, 2021**

**Meeting Minutes**

- 1. Call to Order at 06:00pm: Chairman Caldwell Jackson presided. Sharon Jackson, Dana Dillingham, Floyd Thayer, Adam Garland, and Elizabeth Olsen, Paul Hewey, Patty Hesse, Kingston Brown, Ed Knightly and members of the public were present. Scott Hunter- absent.**
- 2. ACTION ON MINUTES**
  - 2.1 Action on minutes dated August 05, 2021  
*Motion by Board Member Sharon Jackson to accept Minutes for August 5<sup>th</sup>, 2021. Second by Board Member Floyd Thayer.*  
Passed: Vote 4-0
- 3. ADJUSTMENTS TO AGENDA**
  - 3.1. None
- 4. Public Comments**
  - 4.1. None
- 5. BUSINESS ITEMS**
  - 5.1. Review/Award Highway Department Winter Sand Bid  
*Motion by Dana Dillingham to accept Bid Proposal by R.E. Tibbetts. Second by Floyd Thayer.*  
Passed: Vote 4-0
  - 5.2. Review/Award Transfer Station Building Painting Bid  
Town Manager Adam Garland advised the Board that Ed Knightly recommended Danzig Painting LLC  
  
Discussion: Adam Garland advised the Board that Danzig Painting LLC bid stated they were unsure if they could finish the painting project by September 30<sup>th</sup>, 2021  
*Motion by Sharon Jackson to accept Danzig Painting LLC Bid Proposal after a reference check. Second by Member Dana Dillingham.*  
Passed: Vote 4-0
  - 5.3. Review/Award Public Safety Building Security Camera Bid  
  
Discussion: Town Manager Adam Garland requested to table until able to go through each proposal as more time was needed to review them.  
*Motion to table the CCTV Bid Proposals until a chance for the Town Manager to review them by Caldwell Jackson. Second by Floyd Thayer.*  
Passed: Vote 4-0
  - 5.4. Review/Award Transfer Station Wheel Loader Bid – Continued  
  
*Motion by Dana Dillingham to purchase the CAT wheel loader with the trade-in as previously present. No second. Motion Failed.*  
  
Discussion: Town Manager Adam Garland advised the Board that the 0% financing by CAT was not an available option and the original bid proposal, as previously presented, stands. Ed Knightly answered questions regarding the existing loader and the needs of the Transfer Station. Floyd Thayer asked for a visit to the Transfer Station with the entire Board to get a better understanding of the of the Transfer Station requirements. Adam Garland will set that up for the beginning of the next week.
  - 5.5. Review/Approve Oxford County Assessor's Return (County Tax \$450,248)  
*Motion to sign the Oxford County Assessor's Return by Caldwell Jackson. Second by Floyd Thayer.*  
Passed: Vote 4-0

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**6. DEPARTMENT HEAD REPORT**

**6.1. Code Enforcement Officer Update on 322 Robinson Hill Road and 260 King Street**

- 260 King Street  
Kingston Brown advised the process would need to start new as the time limits had been exceeded.
- 322 Robinson Hill Rd  
Kingston Brown advised the address was still not in-line with the zoning ordinance and video was available to view as necessary.

Discussion: CEO Kingston Brown recommended a possible zoning ordinance amendment to give the Board the authority to pursue property clean-up/ maintenance options. CEO Kingston Brown advised this was used in other towns and that the Planning Board had not been presented the amendment.

*Motion by Sharon Jackson to have the Zoning Ordinance Amendment presented by the beginning for the year so that it could be voted on by the town in the annual Town Meeting in June. Second by Floyd Thayer.*

Passed: Voted 4-0

**6.2. Recreation Director Summer Rec Program Discussion Update**

Patty Hesse presented an overview of the budget needed for a 6- week, full Monday through Friday program with 50 kids, what the Summer Program would entail, State requirements and positions/trainings necessary. Patty Hesse brought up a concern about the 50- person capacity of the Recreation Department building. Dana Dillingham asked about exploring two 3- week session with 25 kids. Sharon Jackson suggested a 6- week program with 25 kids total instead. Adam Garland and Patty Hesse will explore these options and come back to the Board.

**7. TOWN MANAGER'S REPORT**

- Maine Municipal Work Hazard  
Maine Municipal Work Hazard visited the Highway Department, Transfer Station and Waste-Water Treatment Facility this week. All the Department did very well.
- Sale of Building Update  
The broker recommended against using the "Assessed Value", suggesting instead to use the "Broker Opinion Value." The broker will be getting back to Adam Garland within the next 7-10 business days.
- State of Maine EMS Board Letter  
Asked permission to write a letter to the State of Maine EMS Board who recently sent down a mandate that all first responders must be vaccinated. All members of the Board of Selectman gave permission to write the letter and strongly express their disagreement with the Covid-19 vaccine mandate.

**8. SELECTMEN ITEMS**

Chairman Caldwell Jackson brought up a 6- month review for Adam Garland. The Board will discuss the review in executive session at the first meeting in September.

**9. SIGN WARRANTS – 16, 17, 18, 19, 20, and 21**

*Caldwell Jackson motioned to sign Town Warrants 16, 17, 18, 19, 20 and 21. Second by Sharon Jackson.*

Passed: Vote 4-0

**10. Executive Session:**

None

**11. ADJOURNMENT:**

*Motion to adjourn by Sharon Jackson. Second by Floyd Thayer.*

Passed: Vote 4-0

Adjourned by Caldwell Jackson at 7:08pm