**Minutes – January 21, 2021**

**CALL TO ORDER at 6:00PM –Chairman Scott Hunter presided. Samantha Hewey, Dana Dillingham, Sharon Jackson, Caldwell Jackson, Butch Asselin, Elizabeth Olsen were present along with members of the public using Microsoft Teams virtual meeting.**

1. **ACTION ON MINUTES**
   1. ***Action on minutes dated January 7th, 2021.***

*Motion to accept the minutes by Caldwell Jackson and seconded by Samantha Hewey. Passed 5-0.*

1. **ADJUSTMENTS TO AGENDA –**

* **To accept a donation of $20.00 from Betty Fox to the Oxford Rescue.**
* **To approve a request to transfer from 97-17-91-01 Recycle Building Capital Project to 91-01-15-12 Recycle Equipment Supplies in the amount of $3,097.28 to replace trash cans at the Recycling Building.**
* **To enter in executive session to discuss a personnel matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(A).**

1. **PUBLIC COMMENTS – Please state your name and Town that you are from for the record.**

Mike Ward introduced the new SRO Stephen Cronce. Already making a difference in the school system.

1. **OLD BUSINESS**
2. **NEW BUSINESS**
   1. **Discussion on RFP for Legal Services.**

Samantha Hewey had suggested doing an RFP for Legal Services. Butch has several model RFPs and will work at getting it out.

* 1. **Discussion on docks for Pismo Beach and The Landing.**

Gary Dyer reported a need to replace the Pismo and Landing Docks. They last one more year.

Funds could be used from the subdivision account, Subdivision account and Reserve.

Caldwell Jackson suggested conservation grants/funds for the Landing. Currently the Landing is not listed at the state level as a public access. Dana Dillingham recommended researching whose responsibility this area is. Developed 30-35 years ago.

Sharon not of favor of using conservation money for Pismo. Conservation money are only available if the area is made public.

RFP to be put out for similar size floating docks.

* 1. **Discussion on Foreclosing Properties.**

Elizabeth Olsen reported on foreclosing properties. Per CEO and Town Clerk, none look to be a liability to the Town. Moving forward with no stop of foreclosure.

* 1. **To authorize the Town Manager to sign an Interlocal agreement between Norway and Oxford regarding snow plowing portions of roads.**

*Motion to authorize by Samantha Hewey and seconded by Dana Dillingham. Passed 5-0.*

* 1. **To authorize the Town Manager to sign an Interlocal agreement between Mechanic Falls and Oxford regarding snow plowing portions of roads.**

*Motion to authorize by Sharon Jackson and seconded by Dana Dillingham. Passed 5-0.*

* 1. **Review of 2021 Five Year Capital Plan.**

Samantha Hewey suggested a new sign for the Transfer Station.

Review found a few duplicate entries.

* 1. **To accept a donation of $20.00 from Betty Fox to the Oxford Rescue.**

*Motion to accept by Sharon Jackson and seconded by Dana Dillingham. Passed 5-0.*

* 1. **To approve a request to transfer from 97-17-91-01 Recycle Building Capital Project to 91-01-15-12 Recycle Equipment Supplies in the amount of $3,097.28 to replace trash cans at the Recycling Building.**

*Motion to approve by Samantha Hewey and seconded by Sharon Jackson. Passed 5-0.*

1. **DEPARTMENT HEAD REPORT**

Paul Hewey thanked his Department for a great rescue this past week. Having per diem staff at the station was a large part of the rescue being successful.

COVID numbers are increasing in Oxford. The station has a rapid test for employees that are showing symptoms.

Ed Knightly – Due to time issues getting brush chipped, will be signing a contract with a new company that will pay $1.00 a ton.

Elizabeth Olsen – Reported limited staff and reduced hours for the rest of this week due to COVID contact. Dana Dillingham reminded everyone of the importance of always wearing a mask on public property and at work.

1. **TOWN MANAGER’S REPORT**

* Working on Refinance – thank you to staff.
* TD Bank loan refinance not a savings due to penalty of early payoff.
* Kudo’s to Fire/Rescue for their successful ice rescue.
* Need additional members on the Budget Committee.

1. **SELECTMEN ITEMS**

Dana Dillingham asked for a committee list.

Samantha Hewey alerted the clerk that she is still receiving Health Officer calls.

Scott Hunter reported the sign after the Casino is not working. Mike Ward had a call in for repair.

1. **SIGN WARRANTS –86, 87, 88, 89, 90, 91**

*Motion to sign the warrants by Samantha Hewey and seconded by Caldwell Jackson. Passed 5-0.*

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 by Samantha Hewey at 7:07 PM, seconded by Caldwell Jackson. Passed 5-0.*

1. **ADJOURNMENT**

*Motion to adjourn at 7:32 by Samantha Hewey and seconded by Caldwell Jackson. Passed 5-0.*