**Minutes – March 18, 2021**

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

**Scott Hunter presented a plaque to retiring Town Manager Butch Asselin.**

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

Lois Pike: Thank you to the Highway Department for fixing the hole near her driveway.

1. **OLD BUSINESS** 
   1. **Presentation by Glenn Gordon - Outreach Clinician – Oxford County OPTIONS PROGRAM and Officer Tracey Higley.**

Glenn Gordon spoke about the OPTIONS ( Overdose Prevention through Intensive Outreach Naloxone & Safety) Program as a resource for families and individuals that have experienced or may have concerns of substance abuse and overdose. The program will reach out within 24 – 72 hours. Packets will be distributed and available.

* 1. **Discussion and decision on Park Road Water & Sewer cost options presented by Brent Bridges.**

Brent Bridges has been working on the Drying Bed designs, soil samples, and survey for lot 3 in the new business park which will house the Dewatering system for the sludge produced by the Wastewater Treatment Facility. Brent submitted proposals for water, sewer and possible paving for the new business park.

The selectmen agreed the upgrades of water, sewer, and paving to the free lot would make the park more attractive to sell.

*Samantha Hewey motioned to go forward with the Woodard & Curran proposal, not to exceed $26,200 and $6,000 for the proposed work. Dana Dillingham seconded. Passed 4-0.*

* 1. **Discussion and decision on Tax foreclosed properties.**

The Selectboard directed the Town Clerk to offer the properties back to the owners for all taxes, cost, and interest for the next 90 days and then move to the Bid Process.

James Grovo – an owner of one of the tax-acquired properties asked if the board would accept $400.00 as payment in full for his property. The board declined the offer setting 90 days to pay all taxes, costs, and interest in full.

* 1. **Discussion and decision on overdue Personal Property taxes of closed or bankrupt businesses.**

Elizabeth Olsen, Town Clerk brought forth $14,915.17 of overdue personal property taxes of businesses that are no longer in business, requesting they be written off as uncollectable.

*Sharon Jackson motioned to write off Import Plus, Keiser Industries, MGA Cast Stone, Northern Bedroom, and Oxford Rte 26, LLC totaling $14915.17. Seconded by Samantha Hewey. Passed 4-0.*

* 1. **Discussion and decision on having the Ad Hoc Facilities Committee continue with its examination of town owned buildings.**

The board agreed on the value of the committee with the intended purpose of looking at all Town facilities and prioritizing repairs and upgrades. The amount of work done and information presented to the board has been invaluable. The board recommends recessing the Facilities Committee during the review and decisions on the current project of the Town Office. The selectmen agreed to schedule workshops to discuss moving forward with the Town Office project to be able to take it to vote at the June Town Meeting and assure the employees are working in a safe environment. The Facilities committee would then reconvene to discuss the rest of the town's infrastructure.

Dana Dillingham offered to resign from the committee if it was too selectmen heavy.

Lois Pike suggested looking into the old Keiser and National Wood Products buildings for rental properties.

* 1. **To approve the signing of the Town Manager Contract.**

Motion to approve by Sharon Jackson and seconded by Dana Dillingham. Passed 4-0.

* 1. **To Appoint Adam Garland as Tax Collector, Treasurer, Road Commissioner, Public Access Officer, General Assistance Administrator for the Town of Oxford.**

All appointments are within the job description of the Town Manager of the Town of Oxford.

*Motion to appoint by Dana Dillingham and seconded by Sharon Jackson. Passed 4-0.*

* 1. **To accept the Settlement of taxes from Butch Asselin and Recommitment of the prior year’s taxes to Adam Garland.**

*Motion to accept the Settlement and Recommitment by Samantha Hewey and seconded by Sharon Jackson. Passed 4-0.*

1. **DEPARTMENT HEAD REPORT**

Chief Ward –

* Seizure of 3600 in drug monies – awarded 3000.
* Seized gun – would like to move to sale by bid to Federally licensed agencies.
  + The board left the decision of when to sell to the Chief.
* Researching buying a drone with heat signature abilities with seized drug money.
  + Seletboard gave the OK to move to RFP.

Chief Hewey –

* HVAC unit has been fixed – no bill has been received at this time.

Zhenya Shevchenko –

* Missing flow from the full Casino.
* DEP Operating Permit has not been issued. Zhenya is concerned due to the change of testing that would be required.
* New legislation is being heard on upgrading the Androscoggin waters from class C to class B. He will be attending a meeting to discuss possible consequences.

1. **TOWN MANAGER’S REPORT**

* The Highway Garage foundation has been repaired.
* 15 mil USDA payoff of the loan was delivered today, completing the refinance process.
* Thank you for the privilege of serving as Town Manager and thank you to the 2017 board for the opportunity he was given to serve the Town of Oxford.

1. **SELECTMEN ITEMS**

Sharon Jackson took the opportunity to thank Butch for all that he has done. Have a happy and safe retirement.

Scott Hunter thanked Butch for his efforts and appreciated the great strides the town has made under his guidance.

The Budget Committee will be meeting on Tuesday, March 23, 2021, and it would be appreciated if it were available through Teams. Samantha Hewey offered to run teams throughout the budget meetings.

1. **SIGN WARRANTS – 110, 111, 112, 113, 114, 115.**

Motion to sign warrants 110 through 115 by Samantha Hewey and seconded by Dana Dillingham. Passed 4-0.

1. **ADJOURNMENT**

*Motion to adjourn at 7:32 PM by Samantha Hewey. Seconded. Passed 4-0.*