**6:00 PM June 4th, 2020**

**CALL TO ORDER at 6:00PM –Chairman Scott Hunter presided. Samantha Hewey, Caldwell Jackson, Dana Dillingham, Sharon 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 May 21st, 2020.***

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

1. **ADJUSTMENTS TO AGENDA –**
2. **Discussion and decision to send a letter of support of the Oxford Casino to Governor Mills.**
3. **Discussion on Governor’s Executive Order 56.**
4. **PUBLIC COMMENTS – Please state your name and Town that you are from for the record.**

**Beth Calhoun of 66 Pleasant St. addressed the board concerning the crosswalk sign that has been erected in her front yard obscuring her front window views. She is opposed to the blinking crosswalk light installation. Beth asked the board to remove or move the crosswalk and signs from directly in front of her home.**

1. **OLD BUSINESS**
2. **NEW BUSINESS**
	1. **To approve the liquor license application for the Oxford Casino.**

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

* 1. **To accept the resignation of Town Manager Butch Asselin effective January 1, 2021.**

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

* 1. **Discussion on the process to hire a new town manager.**

The board unanimously agreed to do the hiring themselves and not involve MMA and to have a workshop to discuss the process on June 17th, 2020 at 5PM.

* 1. **To accept the bid from Bancroft in the amount of $621,350 for the Thompson Lake Dam Rehabilitation.**

The town manger held a meeting with Bancroft and Myron Petrovsky of MBP Consulting to discuss pairing down the cost of the repair. It was agreed that Bancroft could reduce or change the scope of the work to drop the price to not accede $521,150. Center fish screens will be pushed to a future project that can be completed by divers. The Maine Heritage Grant will be updated to reflect this change, with hopes it will not affect the funding.

 The selectmen would like to send another letter to the Thompson Lake Association, and the Towns who have taxable real estate on Thompson Lake requesting funding.

Myron Petrovsky stated that looking forward, the next project should be replacing the current granite apron with a concrete apron and repairing the bulged west wall.

*Motion to accept the bid from Bancroft not to exceed $512,150 by Caldwell Jackson and seconded by Samantha Hewey.*

Butch reminded the board that this did not include Myron’s oversight fees of approximately 20,000.

*Motion passed 5-0.*

* 1. **Discussion on repairs needed on the meeting house.**

A quote on repairs needed to the meeting house which includes paint, roofing, glazing windows, and other repairs totals $39,000. Mold clean up was estimated at $5000.

Sharon Jackson and Samantha Hewey questioned putting money into a building that was no longer used by the town and suggested selling the property. Suggesting a historic organization in Augusta that buys and uses historic properties.

Caldwell Jackson would like to repair the building and keep the history of the building that is on our town seal, reminding the manager to reach out to the commission on historic buildings to approve the repair.

Scott Hunter commented that all town infrastructure needs to be maintained to keep damage of this extent from happening.

Sharon Jackson suggested looking into grants and putting out the RFP.

* 1. **To authorize the Town Manager to sign a cooperative agreement for the operation and maintenance of pedestrian and safety devices with Maine DOT.**

Scott Hunter stated that he had suggested this project be completed in 2014 when he was fire chief and has continued to push forward for the project as a selectman.

The sidewalk was brought into ADA compliance this year and the MDOT was notified.

The majority of the selectmen agreed that in light of the complaint a traffic engineer should be brought in to verify the placement of the sidewalk.

Butch suggested we accept the light and we would return it if things changed.

*Samantha Hewey motioned to accept the light, seconded by Caldwell Jackson. Passed 5-0.*

* 1. **To sign a thank you letter to Lori Turgeon for her services to the Town.**

*Motion by Caldwell Jackson and seconded by Samantha Hewey. Passed 5-0.*

* 1. **Discussion and decision to designate cable franchise fee revenues for cable expansion in underserved areas.**

The town has received approximately 33,000 in franchise fees that is currently going into the general fund. With requests from underserved areas for broadband expansion, he suggested the funds be designated towards expanding fiber.

*Sharon Jackson motioned to designate cable franchise fees to expand fiber in underserved areas. Seconded by Samantha Hewey. Passed 5-0.*

* 1. **To set a date that all vehicles are required to be registered per the amending executive order 53.**

*Motion to set the registration date for expired vehicles due to COVID – 19 as June 30, 2020 by Sharon Jackson and seconded by Samantha Hewey. Passed 5-0.*

* 1. **To accept the fuel bid from C N Brown for 1.02 9/10 for propane, 1.45 9/10 for #2 heating fuel, 1.53 9/10 for Diesel and 1.79 9/10 for K.1.**

*Motion to accept the bid from C N Brown by Caldwell Jackson and seconded by Sharon Jackson. Passed 5-0.*

* 1. **To accept the Roadway Improvement bid from Pike Industries in the amount of $2,022,995 pending funding approval at the annual town meeting.**

*Motion to accept the bid from Pike Industries by Caldwell Jackson and seconded by Sharon Jackson. Passed 5-0.*

* 1. **To re-appoint Peter Laverdiere to the Appeals board for a 3 year term.**

*Motion to re-appoint by Samantha Hewey and seconded by Caldwell Jackson. Passed 5-0.*

**Samantha Hewey dismissed herself from the meeting due to an emergency call.**

* 1. **Discussion and decision to send a letter of support of the Oxford Casino to Governor Mills.**

*Motion to send the letter in support of the Oxford Casino by Sharon Jackson and seconded by Dana Dillingham. Passed 4-0.*

* 1. **Discussion on Governor’s Executive Order 56.**

When the Civil Emergency expires do the Executive orders also expire?

Butch attended a MMA Zoom meeting on the Executive order. Gatherings continue to be limited to no more than 50 until the end of August.

Caldwell Jackson, Sharon Jackson, and Dana Dillingham were in favor of keeping the set Town Meeting date of July 11th, 2020.

Dana suggested restricting non-residents from the meeting.

Caldwell Jackson motioned to hold the Oxford Town meeting as planned on July 11th, 2020. Seconded by Dana Dillingham. Passed 4-0.

1. **DEPARTMENT HEAD REPORT**

Patty Hesse reported that sandboxes had been moved and sand replaced. She also reported SACC rental had been going well. Beach attendants are starting on Monday.

1. **TOWN MANAGER’S REPORT**
* Thank you to Beth for setting the selectmen’s room and team meetings.
* Chief Ward is still reporting issues with communications. Oxford County Communications is conducting a study.
* This past Monday Butch and the Town Clerk toured a 6000 square foot space in the Oxford Plaza for use as the town office. The space with a few updates would be suitable for a cost of approximately 75,000 a year.
1. **SELECTMEN ITEMS**

Caldwell Jackson: Asked about the culvert at the raspberry patch above Henry Jackson’s home on East Oxford Road. Butch would investigate it.

Dana Dillingham: Asked to have the board review a handout to keep Maine Healthy – any comments please respond to Kathleen Dillingham.

Sharon Jackson: Is the Transfer/Recycle open? Butch replied the Recycle was reopen with extra help and PPE. Transfer remains extremely busy. They are excepting cash, credit, and checks. Sharon stated that it remained hard to find clear bags.

Dana Dillingham requested not to have adjustments made to the agenda.

1. **SIGN WARRANTS – 152, 153, 154, 155, 156, 157**

*Motion to sign the warrants by Sharon Jackson and seconded by Dana Dillingham. Passed 4-0.*

1. **Executive Session to discuss information of record prohibited by statute from the general public pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(F).**

*Motion to enter executive session by Dana Dillingham and seconded by Caldwell Jackson at 8:05 PM. Passed 4-0.*

*Motion to come out of Executive session at 8:25 by Caldwell Jackson and seconded by Dana Dillingham. Passed 4-0.*

*No Action*

1. **Executive Session to discuss the duties and performance of the town manager pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(A).**

No motion to enter Executive session.

1. **ADJOURNMENT**

*Motion to adjourn by Caldwell Jackson and seconded by Dana Dillingham at 8:25 PM.*