**6:00 PM June 18th, 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 June 4th, 2020.***

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

1. **ADJUSTMENTS TO AGENDA –**
2. **School warrant to be approved and countersigned.**
3. **Amended Town Warrant to be approved and signed.**
4. **PUBLIC COMMENTS – Please state your name and Town that you are from for the record.**

Peter Laverdiere asked the Board of Selectmen to set an example in this time of unrest in the country by supporting full funding of our Police and EMS departments.

Lois Pike thanked the Board for the Dedication in the Town Report.

Patricia Larrivee proposed the formation of a Historic Preservation Committee to oversee the historic buildings and projects in the town. The committee could help with fundraising efforts including grant research and writing. The proposal will be put onto an upcoming agenda.

1. **OLD BUSINESS**
2. **NEW BUSINESS**
3. **NEW BUSINESS**
   1. **Discussion on the Pismo Beach Road and Mill Street regarding width and speed limit.**

Traffic Engineer review for speed limit signs and determined the width of the streets inhibited the ability to post. He suggested posting signs at both ends of the street “Narrow Road” advisory speed of 15 MPH.

*Sharon Jackson motioned to place signs at both ends of Pismo Beach Road and Mill Street. Seconded by Samantha Hewey. Passed 5-0.*

Sharon Jackson suggested we investigate having this done on all narrow ways.

* 1. **Discussion on allowing ball games to be played on the Pismo Beach Ball Fields.**

Josh Wyman spoke to the current baseball and softball activities. Andy Valley games are scheduled following both the Andy Valley current COVID guidelines and CDC guidelines. All participants have registered through Otisfield who has in turn paid the dues to Andy Valley and other expenses including uniforms. Josh is requesting funding for the umpire fees.

Samantha Hewey spoke to several comments and calls she has received about canceling baseball, stating baseball had remained supported by the board, however in order to discuss updates and funding, the item needed to be placed on the agenda. She was disappointed that the communication between all involved was not better.

Through discussion of the board and attendees it was determined that since Oxford Baseball and Softball Association has dissolved the Recreation Committee may need to look into additional budgeting to replace the funds given by OBSA. Coaches and volunteers do the basic upkeep to the diamonds and will continue with this practice. The Recreation Committee has dwindled to one person and a plea was made to the public attending to volunteer to serve on the committee.

Several of the Board members addressed town liability. Patty Hesse stated the Recreation Directors had advised; “if not supported by the Town, the town would not be liable for COVID”.

*Sharon Jackson motioned to have business as usual with responsible guidelines to be followed. Seconded by Samantha Hewey. Passed 5-0.*

* 1. **Review and approve Policies 2, 2B, 4, 6, 8, 16, and 19:**

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| [Treasurers Disbursement Payroll](file:///C:\Users\Town%20of%20Oxford\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\POLICIES%20AND%20PROCEDURES\2-TREASURER'S%20DISBURSEMENTS%20WARRANTS\POLICY%20NUMBER%202019-2.docx) | **2** |
| [T.I.F. Policy](file:///C:\Users\Town%20of%20Oxford\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\POLICIES%20AND%20PROCEDURES\4-TAX%20INCREMENT%20FINANCEING%20GUIDELINE%20POLICY\POLICY%20NUMBER%202019-4.docx) | **4** |
| [Excise Tax Reimbursement](file:///C:\Users\Town%20of%20Oxford\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\POLICIES%20AND%20PROCEDURES\8-EXCISE%20TAX%20REIMURSEMENT%20POLICY\POLICY%20NUMBER%202017-8.docx) | **8** |
| [Safety, Health and Loss Control](file:///C:\Users\Town%20of%20Oxford\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\POLICIES%20AND%20PROCEDURES\19-SAFETY,%20HEALTH%20AND%20LOSS%20CONTROL\SAFETY%20HEALTH%20AND%20LOSS%20CONTROL.docx) | **19** |
| [Treasurers Disbursement State](file:///C:\Users\Town%20of%20Oxford\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\POLICIES%20AND%20PROCEDURES\2-TREASURER'S%20DISBURSEMENTS%20WARRANTS\POLICY%20NUMBER%202019-2B.docx) | **2B** |
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*Motion to accept policies 4, 8, and 19 as written and policies 2 and 2B with the updated Selectmen by Samantha Hewey and seconded by Dana Dillingham. Passed 5-0.*

1. **School warrant to be approved and countersigned.**

*Motion to approve and countersign by Caldwell Jackson and seconded by Sharon Jackson. Passed 5-0.*

1. **Amended Town Warrant to be approved and signed.**

*Motion to approve the amendment article 35 from 9% to 8% and article 37 from 5% to 4% by Samantha Hewey and seconded. Passed 5-0.*

1. **DEPARTMENT HEAD REPORT**

Ed Knightly suggested the selectmen review a policy for Commercial Haulers. Trailer should be delivered soon. Clarification on old trailer needed. Selectmen reiterated that the new and old trailer should be rotated and be on a cleaning and maintenance schedule. Ed wanted selectmen input on a commercial hauler with a past due account continuing to dump at the transfer paying by cash only. The selectmen approved of the cash only dumping.

Chief Ward updated the board that the grant for the officer for the schools had been approved for $125000 and would be on the next agenda.

Patty Hesse asked if there were any suggestions on the Canadian goose issue at the beach.

1. **TOWN MANAGER’S REPORT**

* Meeting House RFPs were put out and Grant application to the Maine Historic Preservation had been submitted.
* Seating arrangement had been completed for Town Meeting adhering to CDC guidelines.
* Recreation Advisory Board Members are needed.
* Code had recently sent a letter to the owners of the Regency Oxford Pines trailer park listing the need to pick up household waste, lack of building permits, the overage of unregistered vehicles and other violations.
* The finance director ad has been completed to be posted.
* Scheduling a workshop for 5pm July 15th, 2020 to continue working on the Personnel Policy.
* Happy Father’s Day.
* School Budget increased Oxford’s portion b 1.6%.

1. **SELECTMEN ITEMS**

Sharon Jackson requested a financial report. She also supported Patricia Larrivee’s proposal for a Historic preservation committee. She read the draft of the Town Manager job ad and felt it needs work. Butch requested the board email any changes to the draft needed.

Samantha Hewey asked about a policy for adjustments and write-offs. Butch explained that it was not set, and the amount was determined on case by case basis on the type of account and amount owed. We currently have back due personal property that will need to be looked at.

She also asked about the Transfer Station Budget with the COVID changes and updates to the free items. Butch felt we would come in on budget or just slightly over.

Samantha also wanted to reiterate the ability for non-residents to use the Pismo Boat Ramp, but not to park at the landing.

Dana Dillingham suggested signs be erected on the Robinson Hill Road near 150 or 155, where a recent cut made the corner very deceptive.

1. **SIGN WARRANTS – 158, 159, 160 and warrants produced the week of 06/15/2020**

*Motion to sign warrants 158, 159, 160, 162, 161, 162, 163, and 164 by Samantha Hewey and seconded by Dana Dillingham. Passed 5-0.*

1. **ADJOURNMENT**

*Motion to adjourn by Scott Hunter at 7:29 PM and seconded by Dana Dillingham. Passed 5-0.*