**Minutes – November 19, 2020**

**6:00 PM – Opened Public Hearing – Casino Operator License Renewal – BB Development**

No comments – public hearing closed at 6:00 PM.

**CALL TO ORDER at 6:00PM –Chairman Scott Hunter presided. Samantha Hewey, Dana Dillingham, Sharon Jackson, Caldwell Jackson (via Teams), 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 November 5, 2020.***

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

1. **ADJUSTMENTS TO AGENDA**

**Authorization for town manager to sign proposed Fiscal Sustainability Plan (FSP) and Climate Adaptation Plan (CAP) from Woodard & Curran**

**Authorization for the town manager to sign document from Wood & Curran relating to Engineering Services for WWTF Sludge Dewatering Upgrades.**

1. **PUBLIC COMMENTS – Please state your name and town that you are from for the record**
2. **OLD BUSINESS** 
   1. **Discussion and decision on enforcement on 9 Whittemore Rd.**

CEO Joelle Corey asked permission to move forward from the board on the enforcement of the default judgement.

The selectmen requested clear information from the town attorney on what rights the default judgement gives the town and what needs to be completed to move forward.

* 1. **Cemetery Ordinance Review/acceptance.**

*Motion to accept as written by Caldwell Jackson and seconded by Sharon Jackson. Passed 5-0.*

* 1. **Discussion to amend health insurance buyout in the town’s Personnel Policy.**

The selectmen’s decision was based on incentive to the employee and the cost saving of 60% of the insurance cost plus the HRA. To be reviewed in one year.

*Dana Dillingham motioned to update The Town’s Personnel Policy language of the Health Insurance buyout to 40% of the employee’s plan effective Jan. 1st, 2021. Seconded by Samantha Hewey. Passed 5-0.*

1. **NEW BUSINESS**
   1. **Authorization for town manager to sign proposed Fiscal Sustainability Plan (FSP) and Climate Adaptation Plan (CAP) from Woodard & Curran.**

*Samantha Hewey motioned to authorize; Sharon Jackson seconded. Passed 5-0.*

* 1. **Authorization for the town manager to sign document from Wood & Curran relating to Engineering Services for WWTF Sludge Dewatering Upgrades.**

*Samantha Hewey motioned to authorize; Dana Dillingham Seconded. Passed 5-0.*

* 1. **To approve and sign the Casino Operator License Renewal Application submitted by BB Development.**

*Motion to approve by Caldwell Jackson and seconded by Dana Dillingham. Passed 5-0.*

* 1. **Review of the Third-Party Request Policy.**

*Motion by Sharon Jackson to update the Third-Party Request Policy to strike the need for signatures and require requestees to provide a financial statement, a written statement as to the number of citizens of Oxford they have served, and the cost of serving those citizens. Seconded by Samantha Hewey. Passed 3-2 (Dana Dillingham, Caldwell Jackson).*

* 1. **Renewal of agreement with the Town of Hebron for the disposal of brush at the Transfer Station.**

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

* 1. **To accept the resignation from the SAD17 School Board from David Dunn.**

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

* 1. **To appoint a director to the SAD17 School Board to fill the vacancy until the next annual election.**

*Motion by Dana Dillingham to post the opening on the website and TV channel asking that letters of interest be submitted by the next meeting. Seconded by Samantha Hewey. Passed 5-0.*

* 1. **To approve an abatement and supplemental for account 862 in the amount of $1332.00.**

To correct the owner of record April 1st, 2020.

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

* 1. **In furtherance of Article 26 of the July 11, 2020 Annual Town Meeting which approved (a) a dewatering facility project, (b) appropriation of up to $937,000 for the project, (c) acceptance of grants for the project and (d) the issuance of up to $782,000 in municipal indebtedness for the project, the Treasurer and the Chairman of the Board of Selectmen are hereby authorized to issue on behalf of the Town an interim note in the amount of $822,000 for the project with the Maine Municipal Bond Bank, $40,000 of which is authorized by Title 30-A M.R.S.A. § 5773 as borrowing in anticipation of grant funding.**

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

* 1. **The Treasurer and Chairman of the Board of Selectmen are hereby authorized and directed to execute all other necessary agreements and certifications required both (a) in connection with the interim note for the project, and (b) in connection with the permanent bond for the project under the authority of the town meeting approval of Article 26.**

*So moved by Dana Dillingham and seconded by Sharon Jackson. Passed 5-0.*

* 1. **The Treasurer and Chairman of the Board of Selectmen are hereby authorized to execute and deliver any and all documents and certificates, and to take any and all actions, including affixing the seal of the Town, as may be necessary or convenient to carry out the full purpose and intent of the foregoing vote and in response to the terms and conditions outlined in the Maine Municipal Bond Bank approval letter dated October 21, 2020.**

*So moved by Dana Dillingham and seconded by Sharon Jackson. Passed 5-0.*

* 1. **To approve and accept a donation of $100.00 from Sarah O Perkins received on November 3rd made payable to Oxford Fire Dept. Check has already been mailed to the Oxford Fire Dept.**

*Motion to approve by Caldwell Jackson and seconded by Dana Dillingham. Passed 5-0.*

1. **DEPARTMENT HEAD REPORT**

**Ed Knightly –** Need another 50-yard dumpster – approx. cost of $8200.00. Sharon recommended putting in the budget for next year. Caldwell Jackson requested it be put on the next agenda.

**Mike Ward –** New SRO has started. Introduction at the next meeting.

1. **TOWN MANAGER’S REPORT**

* Robinson Hill and Olive Road will get top coated next year.
* Replacement Gate for the Thompson Dam will arrive this week – minor delays in border crossing.
* Thursday and Friday next week Town Office will be closed for Thanksgiving.
* Sharon Chammings hired as Finance Director, starting November 30, 2020.
* Happy Thanksgiving.

1. **SELECTMEN ITEMS**

Happy Thanksgiving!

1. **SIGN WARRANTS – 58, 59, 60, 61, 62, 63**

*Motion to sign warrants by Samantha Hewey, seconded by Sharon Jackson, passed 4-1-0 (Caldwell Jackson abstained).*

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 at 7:21PM by Samantha Hewey, seconded by Dana Dillingham. Passed 5-0. Motion to come out of executive session at 7:30PM by Samantha Hewey, second by Scott Hunter. Passed 5-0.*

*Motion to abate all 3 years of taxes, interest, and cost for account 1956 by Sharon Jackson, seconded by Samantha Hewey, 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 at 7:31PM by Samantha Hewey, seconded by Scott Hunter. Passed 5-0. Motion to come out of executive session at 8:05 PM by Samantha Hewey, seconded by Scott Hunter. Passed 5-0.*

1. **ADJOURNMENT**

*Motion to adjourn by Samantha Hewey at 8:05 PM, seconded by Scott Hunter, passed 5-0.*