**Minutes – December 3, 2020**

**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 November 19, 2020.***

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

1. **Executive Session M.R.S.A. title 1 § 405(6)(D)-Discussion of Collective Bargaining issue, Butch Asselin and Matt Tarasevich.**

*Motion to enter executive session by Dana Dillingham at 6:01PM. Seconded by Samantha Hewey. Passed 5-0.*

*Motion to exit executive session by Caldwell Jackson at 7:09PM. Seconded by Samantha Hewey. Passed 5-0.*

*Motion by Dana Dillingham to rescind the motion to update the personnel policy made in the meeting December 3rd, 2020. Seconded by Caldwell Jackson. Passed 3 – 2 (Scott Hunter, Samantha Hewey)*

*Motion to amend the personnel policy buy out wording to $95.00 per week. Second by Sharon Jackson. Passed 5-0.*

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

CEO reported only minimal cleanup has occurred.

*Samantha Hewey motioned to put the cleanup of trash and vehicles out to bid. Seconded by Caldwell Jackson. Passed 5-0.*

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

No response – will advertise in the Advertiser Democrat. Tabled.

* 1. **1st reading of health insurance buyout wording in the town’s Personnel Policy.**

**Payment In Lieu of Town Insurance**

To the extent permitted by the Town's Health Insurance Plan (the Plan), employees who are

currently covered or eligible to be covered under the Town's Plan and who provide written proof that they are covered under another person's health care plan, may request that (a) they waive coverage under the Town's Plan, and (b) receive a stipend of $95.00 per week. This payment shall be paid in equal weekly amounts over the course of each fiscal year.

Employees must provide the Town with written proof of alternate coverage annually and shall notify the Town immediately upon any lapse or change in the alternative coverage.

1. **NEW BUSINESS**
   1. **To accept a criminal forfeiture from the Maine Office of the Attorney General in the amount of $3,688 and a 40 cal. Beretta handgun serial number PY118402 value $400.00.**

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

* 1. **To approve the Recycler License Renewal Permit for Oxford Auto Salvage.**

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

* 1. **To accept a donation from the Reiner’s in the amount of $125.00 for the Keep Oxford Warm Fund.**

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

* 1. **To accept a donation from Aaron and Amanda Ouellette to Keep Oxford Warm in the amount of $2492.46.**

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

Butch Asselin took a moment to recognize the amount of effort the Ouellette’s put into donating to the area. They go way over and above having prepared 800 pounds of turkey, serving 400+ meals, and delivering to senior housing.

* 1. **Discussion on purchase of a 50-yard dumpster for the Transfer Station.**

Current dumpster is not enough for the volume coming into the station at the current rate of hauling by Almighty Waste.

Sharon suggested all objects (mattresses, couches, chairs) that would soak up water be stored undercover, lowing the weight, and saving on cost. Ed Knightly stated that the building could not handle trying to use the tractor to move stacked mattresses and furniture. Possible solution would be to have a dumpster in the building. Almighty Waste will not take a load of exclusively mattresses.

Caldwell Jackson made a motion to purchase a dumpster from Wastequip in the amount of $7832.00. Seconded by Samantha Hewey. Passed 5-0.

Samantha Hewey suggested budgeting for capital improvements for a building and a new tractor.

Scott Hunter requested 2 years of financial expenditures on hauling by Almighty Waste.

* 1. **Discussion and decision on establishing COLA for non-unionized personnel for FY 21/22.**

*Motion to set 1% for non-unionized personnel by Sharon Jackson. Seconded by Samantha Hewey.*

Discussion on equal raises for all employees – union receives 1.5%. Butch explained non-union employees are eligible for a merit raise.

*Motion passed 5-0.*

1. **DEPARTMENT HEAD REPORT**

Paul Hewey – Public Safety Building roof is leaking. Local contractor Scott Owens inspected and thought water was running up the roof and down through the ridge cap. An evaluation will be done with a possible option of a mechanical venting system. Warranty on the roof completed in 2017 was one year on labor (30 years on shingles).

Paul also reported that the Ladder Truck passed current UL Cert Test with few issues. He is still looking into grants to replace the truck.

1. **TOWN MANAGER’S REPORT**

Thompson Dam repairs are almost completed. Bancroft has been excellent to work with.

1. **SELECTMEN ITEMS**

Scott Hunter asked about lighting the Meeting House tree. Patty Hesse will complete after the storm.

Samantha Hewey asked if a plan was in place for each department in the case of COVID. Discussion ensued about mutual aid with surrounding towns, personnel policy updates on vacation/quarantine/sick time, and the need for contingency plans for Fire/Rescue, Police, and Highway.

1. **SIGN WARRANTS – 64, 65, 66, 67, 68, 69, 70**

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

1. **ADJOURNMENT**

*Motion to adjourn at 7:53 by Caldwell Jackson and seconded by Samantha Hewey. Passed 5-0.*