**Minutes - June 3rd, 2021**

**CALL TO ORDER at 6:00 PM – Chairman, Scott Hunter presided. Samantha Hewey, Caldwell Jackson, Sharon Jackson, Adam Garland, and Elizabeth Olsen were present**

1. ACTION ON MINUTES
   1. *Action on Minutes dated May 20, 2021.*

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

1. ADJUSTMENTS TO AGENDA
2. PUBLIC COMMENTS – Please state your name and Town that you are from for the record

Joyce Reiner– Allen Hill Rd – Nice job paving.

Chris Glass – Welchville Dam – Hoping the project doesn’t get lost with the change of management and the residents are included in the dialog.

1. BUSINESS ITEMS
   1. Accept a $150 donation made by Alyssa Thurston to sponsor a Rec ball team

*Motion to accept by Samantha Hewey, second by Sharon Jackson. Passed 5-0.*

Samantha thanked the family for all of the time and effort.

* 1. Clean Up Bids – 9 Whittemore Road – Continued

*Motion by Samantha Hewey to Reject all Bids, second by Caldwell Jackson.*

Discussion: Adam Garland stated the property had been evaluated by the CEO and found to be in compliance with the court order.

*Motion passed 5-0.*

* 1. Review/Accept Safety Enhancement Grant (Maine Municipal Association) of $1,403.43 – Fire Dept

*Motion to accept by Sharon Jackson, second by Caldwell Jackson. Passed 5-0.*

* 1. Review/Approve Three Year Patriot Energy contract for Town Buildings electrical supply costs

*Motion to approve and have the Town Manager sign the contract on the Board’s behalf by Sharon Jackson, second by Samantha Hewey. Passed 5-0.*

* 1. To appoint Samantha Hewey to the Oxford Historical Preservation Committee.

*Caldwell Jackson motioned to appoint, second by Sharon Jackson. Passed 4-0 (Samantha Hewey abstained).*

* 1. To approve a BYOB Permit for Miranda Gerard – 8/14/2021, Whitney Farms Wedding Venue.

*Motion to approve by Samantha Hewey, second by Sharon Jackson, passed 5-0.*

*Motion to appoint the Town Manager or Town Clerk to approve and sign Catering and BYOB permits by Sharon Jackson, second by Samantha Hewey, passed 5-0.*

* 1. To approve a Liquor License renewal for BB Development DBA Oxford Casino, Hotel and Event Center.

*Motion by Caldwell Jackson, second by Dana Dillingham to approve. Passed 5-0.*

* 1. Review/Award the 2021 Roadway Paving bid for Fore Street and Station Road

Sharon Jackson suggested the monies would be better used for other roads in worse condition, mentioning Whittemore Rd., E. Oxford Rd., and Number Six Rd.

Scott Hunter is concerned with the heavy truck use on Station Road.

The board agreed they would like to have a workshop with Rob Prue and Jim Bennett in attendance to discuss the priorities, including engineering the Station Rd for the weight.

*Motion to table by Caldwell Jackson, seconded by Samantha Hewey, passed 5-0.*

* 1. Review/Approve Department Capital Requests

97-06-91-01 Public Safety Building

Security Camera System Upgrade: $11,451

*Motion for RFP with specifications by Sharon Jackson, second by Dana Dillingham. Passed 5-0.*

97-07-91-01 Highway Equipment

Hydraulic Hose Machine: $4,532

*Dana moved to table stating per the purchasing policy 3 quotes are needed.*

97-10-91-01 SCBA

5 Air Bottles: $4,375

*Motion to approve by Sharon Jackson, second by Dana Dillingham, passed 5-0.*

Discussion to keep on replacing on a rotation.

97-11-91-01 Rescue Equipment

Refurbished Life Pack Monitor: $10,045

*Motion to approve by Caldwell Jackson, second by Sharon Jackson, passed 5-0.*

Toughbook Laptops (4): $22,645

*Motion to approve 2 laptops by Sharon Jackson, seconded by Caldwell Jackson*

Discussion: Dana would like to buy 1 and see how it works.

Sharon in support of purchasing 2 and looking for grant monies for the second 2.

Samantha in support of purchasing 2, for the main ambulances. Need to fund a reserve for rotating replacement.

*Motion passed 4-1 (Dana Dillingham)*

97-16-91-01 Transfer/Recycle

Repaint exterior of building: $5,000

Put building out to bid – bid by individual buildings – references required.

Lease Loader: $45.381 (CB purchase cost $101,980)

Discussion: purchasing used from State Surplus or other sites. Putting out an RFP for specific needs for lease and full purchase price.

Rebuild bailer: $14,400

*Motion to approve by Samantha Hewey, second by Caldwell Jackson, passed 5-0.*

Replace building heating system with heat pump: $3,669

*Motion to approve by Dana Dillingham, second by Caldwell Jackson, passed 5-0.*

Concrete Blocks to replace guardrail: $3,380

*Motion to approve by Sharon Jackson, second by Caldwell Jackson, passed 5-0.*

97-23-91-01 Computer

TRIO upgrades for payment online module: $3,025

*Motion to approve by Sharon Jackson, second by Dana Dillingham, passed 5-0.*

97-27-91-01 Highway Vehicle

Replacement truck for 2004 F150: $50,000

*Motion to put out to bid by Dana Dillingham, second by Caldwell Jackson*

Discussion: Samantha suggested purchasing a plow frame only for use with the plow we have already.

Caldwell suggested a ¾ ton.

*Motion passed 5-0.*

97-30-91-01 Wastewater Treatment Facility

Saving for future replacement of membranes: $25,000

*Motion to approve and to set up a specific reserve account by Sharon Jackson, second by Caldwell Jackson, passed 5-0.*

Sewer Jetter: $28,000

The board requested an RFP with specifications.

Sharon Jackson brought forth a request for a Reserve account for the New Town Office. Suggested $225,00 to cover the 3 year lease and $75,000 for Architect and Engineering – totaling $300,000.

Dana Dillingham suggested waiting until after commitment and audit.

Scott and Samantha were in favor.

*Motion by Caldwell Jackson to move $300,000 from the Fund Balance Policy Account to a New Town Office Reserve account, second by Sharon Jackson, passed 5-0.*

1. DEPARTMENT HEAD REPORT
2. TOWN MANAGER’S REPORT
   1. Town Meeting Information Packets/Budget Videos Available
   2. Reminders

* Town Meeting - June 5, 2021 @ 10am – Oxford Elementary School
* Elections – June 8, 2021, 8am – 8pm – Public Safety Building

1. SELECTMEN ITEMS

**Samantha Hewey** addressed the article in the Sun Journal about candidates' night and fans being used in the past to mitigate dampness and mold. We continue to have active mold in the building with all of the clean-up completed and constant water in the basement with two sump pumps not able to keep up, even with this spring being unusually dry.

Great conversations and comments were made. She encouraged folks to reach out anytime with questions or concerns, phone numbers and email addresses are listed on our website.

**Scott Hunter** – Implementing a Town Employee Policy to attend functions on behalf of the Town was brought up at candidates night due to the concern of the increased workers' comp because of a death of an employee at a function. Scott would not support a policy on attending functions.

1. SIGN WARRANTS - 144, 145, 146, 147, 148, 149

*Motion to sign the warrants by Samantha Hewey, seconded by Caldwell Jackson, passed 5-0.*

1. ADJOURNMENT

*Motion to adjourn at 8:25 PM by Caldwell Jackson, seconded by Samantha Hewey, passed 5-0.*