

**TOWN OF OXFORD
SELECTMEN'S MEETING AGENDA**

February 1, 2024, @ 6:00 PM

PUBLIC HEARINGS

PUBLIC HEARING #1- Casino Operating License Renewal, BB Development LLC, DBA Oxford Casino Hotel and Event Center

Dana Dillingham, Chair opened Public Hearing #1 At 6:00 PM. No discussion. Public Hearing #1 closed at 6:03.

SELECTMEN'S MEETING AGENDA starting at 6:00 PM

1. CALL TO ORDER and FLAG SALUTE - Chairman Dana Dillingham will preside. Vice Chair, Scott Hunter, Floyd Thayer, Sharon Jackson, Caldwell Jackson, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Colleen Halse, Assessor, Rickie Jack, Police Chief, Shawn Caldwell, Acting Fire Chief. Kayla Laird, Recreation Director.
2. ACTION ON MINUTES
 - 2.1. Action on minutes dated January 18, 2024
Floyd Thayer motioned to approve the minutes dated January 18, 2024. Caldwell Jackson seconded. Passed Unanimously.
3. ADJUSTMENTS TO THE AGENDA
Adam Garland, Town Manager stated that the following had been added to the agenda:
 - Kayla Laird asked to present her Department Head updates under Business Items 5.2.
 - Added Fire Department Update under Section 6 of the Agenda, Department Head Report.
4. PUBLIC COMMENTS-*Please state your name and the Town that you are from for the record*
 - Lois Pike asked for intersection 26 and the Station Road snow banking to be leveled due to the inability to view oncoming traffic. She also asked when the striping would be the middle line be completed on the roads.
 - Adam Garland stated that he will let the Highway foreman know about the snow banking on the said intersection and the striping for the middle line on certain roads is being looked into.
5. BUSINESS ITEMS
 - 5.1. Review/Approve Casino Operating License Renewal, BB Development LLC, DBA Oxford Casino Hotel and Event Center
Floyd Thayer motion to approve the Casino Operating License Renewal, BB Development LL, dba Oxford Casino Hotel and Event Center. Caldwell Jackson second. Passed Unanimously.
 - 5.2. Recreation Hall Rental Rate discussion/update
Recreation Director Kayla Laird reviewed the Town's current rates (\$30.00 first hour, \$10.00 for additional hours, and \$25.00 kitchen fee). Kayla also reviewed the charges of other Towns. She asked the Board of Selectmen to consider approving the suggested rate of \$50.00 for the first hour \$10.00 for each additional hour, and for non-residents a \$25.00 fee for each additional hour. The income from rental rates will help pay for new items at the Recreation Center such as tables, chairs, and cleaning supplies.
Floyd Thayer motioned to approve a \$50.00 resident rate for the first hour and a \$75.00 non-resident rate for the first hour. A rate of \$10.00 for each additional hour. Caldwell Jackson seconded. Passed unanimously.

5.3. Review/Approve the Maine Municipal Association Workers Compensation Safety Incentive Program Resolve

-In efforts to receive a discount on the Town of Oxford Worker's Compensation Insurance, Adam Garland, the Town Manager requested the Selectmen authorize the Town Manager to enroll the Town in the Maine Municipal Associations Workers Compensation Safety Incentive Program (WCSIP). For the Town to be eligible for this program the Selectmen are required to adopt the WCSIP Resolve. The Town Manager is requesting the BOS consider and if agreeable, adopt the resolve.

Caldwell Jackson motion to adopt the resolve for the MMA Workers Compensation Safety Incentive Program. Floyd Thayer second. Passed unanimously.

5.4. Review/Approve the Oxford County Maine Hazard Mitigation 2024 Update Resolution

Adam Garland, the Town Manager presented the Oxford County Hazard Mitigation 2024 update Resolution. For the Town/County to be eligible for FEMA grant funding the Town must adopt the resolution presented.

Floyd Thayer motioned to adopt the 2024 updated Oxford County Hazard Mitigation Plan as written. Sharon Jackson seconded. Passed unanimously.

5.5. Review/Approve Honey Badger Bar and Grill Liquor License Renewal

Scott Hunter motioned to approve the Honey Badger Bar and Grill Liquor License renewal. Caldwell Jackson seconded. Passed unanimously.

5.6. Abatement (1) for Oxford Solar 1, Acct 3193 in the amount of, \$62,675.36 – Continued

Sharon Jackson motioned to approve the Oxford Solar 1 abatement in the amount of, \$62,675.36. Floyd Thayer seconded. Passed unanimously.

Discussion held by the Board of Selectmen to develop a moratorium for any new solar businesses in the Town of Oxford. The Board of Selectmen requested the Town Manager provide the Board with further information regarding Solar Moratoriums at the next Board meeting. Caldwell Jackson reached out to the Maine Revenue Service to confirm if we will receive back 50% reimbursement from the State. He currently has not heard work back.

5.7. Abatement (18) for Frederick Richardson, Acct 2098, in the amount of \$192.72

Caldwell Jackson motion to approve Frederick Richardson Acct 2098 abatement, in the amount of, \$192.72. Seconded by Floyd Thayer. Pass unanimously.

5.8. Abatement (19) for Sean and Karen Reardon, Acct 517, in the amount of \$28.16

Floyd Thayer motioned to approve Sean and Karen Reardon, Acct 517 in the amount of \$28.16. Seconded by Scott Hunter. Pass unanimously.

6. DEPARTMENT HEAD REPORT

6.1. Recreation Department, upcoming activities - Director Kayla Laird

Kayla Laird presented an update on the events that have been taking place and upcoming events that have been scheduled. Summer Recreation sign-up is now open and already getting a good response. Oxford Federal Credit Union has sponsored t-shirts with their logo for the Summer Recreation. Kayla Larid mentioned that she has reached out to other businesses to receive more sponsorship. The Board of Selectmen stated that Kayla was doing an excellent job.

6.2. Fire Department Update -Acting Chief Cordwell - Hydraulic Tools

Adam Garland, the Town Manager presented an update with Acting Fire Chief, Shawn Cordwell on the Fire Department's hydraulic tools. It was found the recently purchased hydraulic tool have been challenging due to weight. Acting Fire Chief, Shawn Cordwell found a local vendor that would swap

the current Hydraulic Tools for a lighter weight set. The current set contains a spreader, cutter, and ram. The new set would contain a spreader, cutter, and exhaust fan. Since there are already four (4) rams there is no need for another.

-Vice Chair, Scott Hunter expressed his concern about the process and this was not presented and approved by the Board of Selectmen. He states that this swap should not be decided by the Department or the Town Manager. Scott also stated he did not understand why this hydraulic system was not in the Town of Oxford where it belonged.

-Chair, Dana Dillingham voiced that he also had acknowledgment of this swap, and because there was no money exchanged, he did support the Town Manager and the Acting Fire Chief in their decision. The Chair also mentioned that he agrees that no equipment should be in any other town. He confirmed with the Acting Fire Chief that there was another set of hydraulic tools at the Oxford Fire Department if needed.

-The Town Manager, Adam Garland stated because the exchange was of equal value, and this hydraulic system was of lighter weight with a fan that was needed, he did not feel the need to submit this request to the Board of Selectmen to be voted on.

-Further discussion was held regarding training, the original purchase, and why the town purchased the ram on the original purchase when there were other rams already.

7. TOWN MANAGER'S REPORT

7.1. Discuss Proposed Ordinance Changes for the June 2024 Town Meeting

Adam Garland updated proposed ordinance changes for the June 2024 Town Meeting for the Oxford Zoning and Shoreland Zoning Ordinances to comply with LD 2003.

7.2. Update -Town Office Conference Room RFP

The Town Manager informed the Board of Selectmen that currently the Town has not received any responses to the RFP for the Town Office Conference Room Renovation. The Town Manager explained the deadline for submission has been extended to February 5, 2024 at 10am as noted in "Amendment A" of the RFP.

7.3. Town Manager Update

-Reminder March 5th Election to vote on the MePers

-Election Clerks are still in need.

-Budget meetings have started between the Town Manager and Department Heads.

8. SELECTMEN ITEM

None

9. SIGN WARRANTS - 63, 64, 65, 66

Scott Hunter motioned to approve warrants 63, 64, 65, and 66. Sharon Jackson second. Passed Unanimously.

10. EXECUTIVE SESSION

10.1. To enter executive session to discuss a personnel matter pursuant to M.R.S.A Title 1, Chapter 13, Section 405 (6)(A).

Scott Hunter motioned to move into 10.1 executive session to discuss a personnel matter pursuant to M.R.S.A Title 1, Chapter 13, Section 405 (6)(A) at 6:43 PM. Sharon Jackson second. Pass unanimously.

10.2. To enter executive session to discuss disposition of property (real estate) pursuant to M.R.S.A Title 1, Chapter 13, Section 405 (6)(C).

Floyd Thayer motion to move into 10.2 executive session to discuss the disposition of property (real estate) pursuant to M.R.S.A Title 1, Chapter 13, Section 405 (6)(C) at 7:09 PM. Scott Hunter second. Pass unanimously.

11. ADJOURNMENT

Caldwell Jackson motioned to adjourn at 7:35 PM. Scott Hunter seconded. Pass unanimously.