

TOWN OF OXFORD SELECTMEN'S MEETING AGENDA

February 15, 2024 @ 6:00 PM

PUBLIC HEARINGS

PUBLIC HEARING #1- Maine Public Employees Retirement Plan Update (Referendum Vote March 5, 2024, at the Oxford Town Office from 8 am to 8 pm)

Chairman, Dana Dillingham opened Public Hearing #1 for the Maine Public Employees Retirement Plan at 6:09 pm.

-Lois Pike asked if this retirement plan covers all employees.

-Chairman, Dana Dillingham explained that currently, this plan is for full-time Fire/EMS employees. One of the reasons for this update is that should the Town ever consider having full-time Fire/EMS staff in the future it will already be available.

-Adam Garland, the Town Manager stated the purpose of this change is to allow the future Fire Chief to enroll in the 1N public safety special plan and to allow future full-time fire/EMS employees to option to enroll in the 1N public safety special plan should the Town ever have full-time Fire/EMS staff down the road.

Chairman, Dana Dillingham closed Public Hearing #1 at 6:11 pm

PUBLIC HEARING #2- Marijuana Facility Licensing Renewal Application for Lance Persson DBA Bog Brook Botanicals.

Chairman, Dana Dillingham opened Public Hearing #2, Marijuana Facility Licensing renewal application for Lance Persson DBA Bog Brook Botanicals at 6:12 pm

-No Comments

Chairman, Dana Dillingham closed Public Hearing #2 at 6:13 pm.

PUBLIC HEARING #3- Marijuana Facility Licensing Application Renewal for Renewal Gardens, LLC.

Chairman, Dana Dillingham opened Public Hearing #3 for a Marijuana Facility Licensing Application Renewal for Renewal Gardens, LLC at 6:14 pm.

-No comments

Chairman, Dana Dillingham closed Public Hearing #3 at 6:15 pm

PUBLIC HEARING #4 - Marijuana Facility Licensing Application Renewal for Thompson Lake Caregiving DBA, T.L.C.'s The Hideaway.

Chairman, Dana Dillingham opened Public Hearing #4 for a Marijuana Facility Licensing Application Renewal for Thompson Lake Caregiving DBA, T.L.C.'s The Hideaway at 6:16 pm

-No Comments

Chairman, Dana Dillingham closed Public Hearing #4 at 6:17 pm

SELECTMEN'S MEETING AGENDA

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, Rickie Jack, Police Chief, Shawn Caldwell, Acting Fire Chief. Ed Knightly, Transfer Manager.

SELECTMEN PRESENTATION

- 1.1. Present the Boston Cane to John Crumpton

Chairman, Dana Dillingham presented to John Crumpton and the Public a devotional speech about John's historical background and character. The Town Clerk handed the Boston Cane over to John. Family members and friends were present for the honorable occasion.

2. ACTION ON MINUTES

2.1. Action on minutes dated February 1, 2024

Scott Hunter motioned to approve the minutes dated February 1, 2024. Floyd Thayer seconded. Passed unanimously.

3. ADJUSTMENTS TO THE AGENDA

Town Manager Adam Garland mentioned that there was a small change in adding Warrant # 71, which was already on the revised agenda. And inadvertently did not add the Selectmen Report to the agenda.

4. PUBLIC COMMENTS- Please state your name and the Town that you are from for the record.

-Lois Pike expressed concern about the need for elderly living facility that is being developed by the Caleb Group at the Mill. She would like to see this facility because there are a lot of elderly people who would like to stay locally and there is no place to go but out of town. Lois also would like to see all Fire/EMS employees allowed to be part of the Retirement plan.

5. BUSINESS ITEMS

5.1. Review/Approve Marijuana Facility Licensing Application Renewal for Lance Persson DBA, Bog Brook Botanicals

Scott Hunter motioned to approve the Marijuana Facility Licensing Application Renewal for Lance Persson DBA, Bog Brook Botanicals. Floyd Thayer seconded. Passed unanimously.

5.2. Review/Approve Marijuana Facility Licensing Application Renewal for Renewal Gardens, LLC

Scott Hunter motioned to approve the Marijuana Facility Licensing Application Renewal for Renewal Gardens, LLC. Floyd Thayer seconded. Passed unanimously.

5.3. Review/Approve Marijuana Facility Licensing Application Renewal for Thompson Lake Caregiving DBA, T.L.C.'s The Hideaway

Scott Hunter motioned to approve the Marijuana Facility Licensing Application Renewal for Thompson Lake Caregiving DBA, T.L.C.'s The Hideaway. Sharon Jackson seconded. Pass unanimously.

5.4. Solid Waste Ordinance Discussion

-Adam Garland, Town Manager opened a discussion relating to the Town's Solid Waste Ordinance that does not allow the residents to pick or otherwise take items from the Transfer Station. He also stated that the Transfer Station Manager, Ed Knightly, is here to discuss the clear plastic bag requirement.

-Ed Knightly, Transfer Manager, expressed concern for a need for an 'item swap shop area' for when residents bring in items that are in good condition but are being thrown away. He is hearing from residents that they have no place to drop off these items and it is a shame to throw them away when other residents could find use for them. This is prohibited by the Solid Waste Ordinance and asking the Board of Selectmen to consider an amendment in the ordinance. Ed Knightly also requested the Board of Selectmen to revisit the requirement for clear plastic bags at the transfer station. Clear plastic bags are not being used due to a lack of commodities in the local stores. He asks the Board of Selectmen to approve selling the clear bags to help the with resident's availability. This requirement is found on page 14 of the Transfer Station Operation Manual.

-Sharon Jackson asked the Transfer Manager to come up with a plan for both a swap shop and selling the plastic bags and present it to the Board of Selectmen.

-Caldwell Jackson mentioned that he has been getting feedback from residents on how items are being thrown when they shouldn't. He encourages the Transfer Manager to move forward to come up with a ground plan as previously stated.

-Adam Garland, Town Manager also mentioned that the engineer recommends putting out to bid for a price on the cost of the wall to be repaired.

Sharon Jackson motioned to move forward with the bid for the retainer wall repair. Caldwell Jackson seconded. Pass unanimously.

5.5. Solar Farm Moratorium Discussion

Adam Garland updated the Board of Selectmen with the requested information on a Solar Farm Moratorium. The Assessor Colleen Halse reached out to the Town Attorney and in response received a sample moratorium ordinance for review. The Board of Selectmen is asked to advise if they wish for the Town Manager to move forward with further development of the Solar Moratorium.

Caldwell Jackson motioned to move forward with the Solar Moratorium Ordinance for the June 2024 Election. Sharon Jackson seconded. Pass unanimously.

5.6. Review/Award Town Office Conference Room RFP

The Town Manager, Adam Garland reviewed the RFP bid for the remodel of the conference room. Only one bid had been received and opened on the extended date of 2/5/2024 and was H.E. Callahan Construction Co. as follows:

Commercial Flooring \$79,000.

Commercial Carpeting \$75,700.

And additional LED lighting of 7,100

If awarded, the bidder projects a start date for the project of 3/6/2024.

Floyd Thayer motioned to go with the Commercial Flooring of \$79,000. With the additional LED lighting of \$7,100. Caldwell Jackson seconded. Passed unanimously.

6. DEPARTMENT HEAD REPORT

6.1. Fire Department Capital Plan Discussion – Acting Chief Cordwell

-Adam Garland, Town Manager opened the presentation by stating that most of the inquiries had been covered early today with the walk-through meeting with the Fire Department. The Town Manager thanked the acting chief for the informative tour.

-Dana Dillingham, Chair expressed concern with the expense of new trucks.

-Shawn Cordwell, Acting Fire Chief explained to the Board the Fire Department certainly can be creative and refurbish the older truck with a better motor, new pump or updated pumps, and a coat of paint. The best in the fleet, that has not been problematic, is the engine truck that is located at the Northend. The reason that it is located at the North end is because it is the only engine that will fit into the Northend building.

6.2. Police Department Discussion – Chief Jack

Chief of Police, Ricky Jack presented with an explanation of a K-9 grant that he was constructing. It has been estimated that the grant would be approved for \$51,000, which means zero cost for the Town. Chief Jack's concerns would be the cost of updating a cruiser with the options for a k-9. There was a discussion with the Board of Selectmen and the Chief regarding the training of an officer and the cost of wages for this position, coordinating with other towns with their K-9 dog options, and continuing costs after the grant period is completed. The conversation concluded that the Police Chief along with the Town Manager will approach the Union for a preliminary discussion of what the wage adjustments will look like and have answers of the continuing costs by the time the police budget is up for review.

7. TOWN MANAGER'S REPORT

7.1. Town Manager Update

Town Manager, Adam Garland gave updates as follows:

- Reminder March 5th Election is coming up with the referendum of the MEPers to be voted.
- The Town Clerk's Office will be closed on March 5th for the Elections
- Election Ballot clerks are still needed.
- The Town Manager will continue to meet with the Department Heads to develop department budgets and capital quests. Due to the remodeling that will be taking place, it has been agreed by the Board of Selectmen to have the Budget meeting at the public safety building conference room.

8. SELECTMEN'S REPORT

- Sharon Jackson questioned if the Appeals Board passed the variance on The Caleb Group. Adam Garland, Town Manager stated that the Appeal Board did pass the variance.
- Floyd Thayer inquired if the property on 260 King Street has started the demolishing process. Adam Garland, Town Manager stated no demolition has been started.

9. SIGN WARRANTS – 67, 68, 69, 70, 71

Caldwell Jackson motion to approve warrants 67, 68, 69, 70, and 71. Floyd Thayer second. Passed unanimously.

10. EXECUTIVE SESSION

- a. Executive session to discuss an economic development matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(C).

Scott Hunter motioned to enter into an executive session to discuss an economic development matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(C). at 6:58 PM. Seconded by Floyd Thayer. Passed unanimously.

Out of Executive session at 7:17 pm.

11. ADJOURNMENT

Caldwell Jackson motion to adjourn at 7:18pm, seconded by Sharon Jackson. Passed unanimously.