

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

March 14, 2024, @ 5:00 PM

**MEETING LOCATION: Oxford Fire Department
701 Main Street
Conference Room located at the front of the building**

SELECTMEN'S MEETING MINUTES

1. CALL TO ORDER and FLAG SALUTE- Chairman Dana Dillingham will preside. Vice Chair, Scott Hunter, Floyd Thayer, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Rickie Jack, Police Chief, Kayla Laird, Recreation Director.

Budget Committee Member: Brianne Bailey, Chair, Jonathan Tibbetts, Vice-Chair, Alexander Sandy Luke, Elizabeth Calhoun, Henry Jackson, Joseph Wax

2. BOARD OF SELECTMEN AND BUDGET COMMITTEE JOINT BUDGET SESSION

- 2.1. Budget Committee election of officers

Alexander Luke opened the floor for a motion to nominate a candidate for Chair of the Budget Committee.

John Tibbetts motioned to nominate Brianne Bailey as Chair, seconded by Henry Jackson. Pass unanimously.

Alexander Luke asked if there were any other nominations.

Henry Jackson motioned for the nomination to cease. John Tibbetts second. It was passed unanimously, and the Chair was appointed to Brianne Bailey.

Alexander Luke asked for a motion to nominate a Vice-Chair.

Henry Jackson nominated John Tibbetts, and Brianne Bailey seconded the motion. Passed unanimously.

Alexander Luke asked if there were any other nominations.

Henry Jackson motioned for the nomination to cease. Brianne second. Passed unanimously, and the Vice-chair was handed over to John Tibbetts.

Chair, Brianne Bailey, handed the meeting over to the Town Manager, Adam Garland.

The Town Manager, Adam Garland, presented to the Selectmen and the Budget Committee, the FY2024-2025 Proposal Budget for the Recreation Department and its Capital Requests.

- 2.2. Recreation Department Budget/Capital Requests – Recreation Director and Town Manager

The Town Manager, Adam Garland, presented to the Selectmen and Budget Committee the FY2024-2025 Budget for the Recreation Department of \$156,000, with a Capital Plan for FY2024-2025 of \$22,500.

The Town Manager reviewed the payroll for part-time summer help and the pilot program of the sports activity, and other removing it from an operating budget to a reserve account.

Henry Jackson motioned to table the Recreation Budget, and John Tibbetts seconded. Pass

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unanimously. Select Board Recommendation as well.

2.3. Police Department Budget/Capital Requests - Police Chief and Town Manager

The Town Manager, Adam Garland, presented to the Selectmen and Budget Committee the FY2024-2025 Budget for the Police Department of \$1,148,804. Including an additional officer, the amount is \$1,234,169, with a Capital Plan for FY2024-2025 of \$78,328.

-Ricky Jack, Chief spoke on why he is proposing a new office and presented a percentage increase in calls, arrests, and traffic concerns. Chief Jack stated most of these calls are on Thursday, Friday and through the weekend. It is hoped that if they hire another officer, there will be double coverage from the overflow for the growth that is occurring in Oxford.

-Discussion held regarding the needed vehicles and the turn-around process that has been working to keep up with the maintenance cost of vehicles, taser expense, and Fuel bid.

John Tibbetts motion to table the Police Department Budget/Capital Requests. Henry Jackson Seconded. Pass unanimously. Select Board Recommendation as well.

2.4. Public Safety Buildings Budget/Capital Requests – Police Chief and Town Manager

The Town Manager, Adam Garland, presented to the Selectmen and Budget Committee the FY204-2025 Proposal Budget for the Public Safety Budget of \$73,704.

-Discussion was held regarding Fuel expense/bid.

John Tibbetts made a motion to table the Public Safety Buildings budget. Henry Jackson is second. Pass unanimously. Select Board Recommendation as well.

2.5. Other budgets if time allows – Town Manager

The Town Manager, Adam Garland, presented to the Selectmen and Budget Committee the FY2024-2025 proposal budget for the Administration Budget of \$934,661, with a Capital request for \$15,000.

-Discussion was held regarding the COLA percentages (3.2%) and how raises are calculated. The Town Manager, Adam Garland explained that this year the Administrative Budget will include Administration, Code Enforcement, and Boards & Committees. The Town Manager explained one notable increase in payroll was due to the hiring of a full-time assessing agent.

Joseph Wax made a motion to table the Administration Budget. Second by Henry Jackson. Passed unanimously.

3. ADJOURNMENT

Joseph Wax made a motion to adjourn the Budget Meeting at 6:20 PM. Henry Jackson second. Passed unanimously.