

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

March 16, 2023@ 5:00 PM

1. **ADJUSTMENTS TO THE AGENDA**

It was agreed by the Budget committee and the Board of Selectmen to move the budget session Item Number 6 to the beginning of the meeting.

2. **BOARD OF SELECTMEN AND BUDGET COMMITTEE JOINT BUDGET SESSION**

Budget Committee Members: Alexander Sandy Luke, Brianne Bailey, Elizabeth Calhoun, Henry Jackson, Jonathan Tibbetts, and Joseph Wax.

2.1. **Fire/EMS Department Budget – Continued**

Paul Hewey, Fire Chief presented and discussed the detailed analysis of the days and time calls were reported for EMS and Fire Incidents as per requested by the Board of Selectmen and Budget committee.

2.2. **Transfer/Recycle Department Budget**

Adam Garland, Town Manager reviewed the Transfer/Recycle Department Budget. No Questions or comments.

2.3. **Highway Department Budget**

Adam Garland, Town Manager reviewed the Highway Department Budget line. Questions came up regarding how to estimate the amount of salt needed. Shane Thomas, Acting High Foreman explained that is based on estimated storms of the previous year. This year there have been 6 dump loads with 240 yards for each load.

2.4. **Administrative Budgets**

Adam Garland, Town Manager reviewed the administrative budgets.

Discussion regarding the underground propane tank owned by Amigas and if the Town is locked in with Amigas pricing. Town Manager, Adam Garland will investigate future options regarding buying out the propane tank, maintenance of the tank, along with pricing.

2.5. **Code Enforcement Department Budget**

Adam Garland, Town Manager reviewed the Code Enforcement Department Budget. No questions or comments.

Henry Jackson moved to adjourn the Budget session at 6:03 PM. John Tibbets seconded. Pass unanimously.

SELECTMEN'S MEETING Starting at 6:04 PM

3. **CALL TO ORDER and FLAG SALUTE** – Chairman Sharon Jackson will preside. Vice-chair Dana Dillingham. Floyd Thayer, Scott Hunter, Caldwell Jackson (absent), Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Ricky Jack Chief of Police, Paul Hewey, Fire Chief, Ed Knightly, Transfer Supervisor. Shane Thomas, Acting Highway Foreman

4. **ACTION ON MINUTES**

4.1. **Action on minutes dated March 2, 2023**

Dana Dillingham motioned to approve the minutes' dated March 2, 2023. Floyd Thayer seconded. Pass unanimously.

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

5. PUBLIC COMMENTS – Please state your name and the Town that you are from for the record.
-Carol Kane spoke on behalf of the Community Resilience Partnership as an oxford resident. Carol Kane was encouraging involvement from the Town of Oxford for future projects to help with the environment such as solar panels, heat pumps, outlets for electric cars, and other items. This topic was also discussed on January 19, 2023, at the Board of Selectmen meeting and was followed up by the Town Manager, Adam Garland.

6. BUSINESS ITEM
 - 6.1. Audit Review w/Auditor
Ron Smith, Town Auditor presented an overview of the FY2021-2022 audit to the Board of Selectmen, including the General Fund, Operational Funds, and Revenue impact regarding TIF, Walmart, and the Casino. Ron Smith, Auditor also recommended to the Board of Selectmen to review the Wastewater Treatment Facility operation so it could be a self-supporting infrastructure.
 - 6.2. Review Pending Property Tax Foreclosures
Adam Garland, Town Manager reviewed the upcoming foreclosure. Currently, there is only one property pending tax foreclosure.
 - 6.3. FY2023-2024 Capital Improvement Plan – Continued
Adam Garland, Town Manager presented the continuation of the Capital Improvement Plan. The Town Manager feels it is important to secure funding for CIP projects for the FY2023-2024 prior to the operating budget moving forwards so it is known what will be funded by the Fund Balance Policy Reserve and what must move forward to the Town Meeting. After discussion, the Board of Selectmen agreed to transfer the GIS Tax map with a total of \$38,000.00 and the Police vehicle in the amount of \$ 60,000.00. Note that the transfers are only securing and not approving any spending. Two items will be presented at the Town Meeting: Cemetery Repair Reserve for \$5,000 and WWTF Reserve for \$45,000.
Scott Hunter moved to accept the two items, Town Record Preservation for the GIS Tax map with a total of \$38,700.00 and the Police Vehicle in the amount of \$60,000.00 from the fund balance policy reserve (97-01) to the Capital Project Reserve account. Floyd Thayer seconded. Pass unanimously.
 - 6.4. Transfer Station Fee Update (Large Tree Disposal Cost)
Ed Knightly Transfer Station Supervisor requesting the Board of Selectmen to update the fee for the disposal of oversized Trees by \$5.00 per ton to cover the Town's deposal cost.
Floyd Thayer motioned to approve the \$5.00 increase per ton for oversized trees. Scott Hunter seconded. Pass unanimously.

7. DEPARTMENT HEAD REPORT
None

8. TOWN MANAGER'S REPORT
None

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

9. SELECTMEN ITEM

-Scott Hunter wanted to inform the Town Manager that the issue with the LED light on route 26 is back. The Town Manager will forward this information to the Code Enforcement Officer.

-Scott Hunter also wanted to comment that using more salt on the roads has been a help and clearing the roads quickly.

-Floyd asked the Town Manager to contact DOT to see if Route 26 and Route 121 are scheduled for a full reconstruction paving and not just an overlay. The Town Manager will contact DOT and let the Board of Selectmen know of their plans.

10. SIGN WARRANTS – 74, 75, 76, 77

Scott Hunter motioned to approve warrants 74, 75, 76, and 77. Dana Dillingham seconded. Pass unanimously.

Dana Dillingham motioned to enter an executive session at 6:43 PM, and Scott Hunter seconded. Pass unanimously.

11. EXECUTIVE SESSION

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

12. ADJOURNMENT