

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

May 11, 2023, @ 6:00 PM

PUBLIC HEARINGS

PUBLIC HEARING #1-Daddy O's LLC On-Premises Liquor License Renewal Application

-Chairperson Sharon Jackson open Public Hearing #1 at 6:00 pm for Daddy O's, LLC on-premises Liquor License renewal application. No public comments. Closed Public Hearing #1 at 6:02 pm.

PUBLIC HEARING #2-901 Maine Street Oxford, LLC DBA Maine's Alternative Caring -Oxford, LLC New Application for a Retail Marijuana Store

-Chairperson Sharon Jackson opened Public Hearing #2 at 6:03 pm for 901 Maine Street Oxford, LLC DBA Maine's Alternative Caring -Oxford LLC for a new Retail Marijuana Store. No public comments.

Closed Public Hearing #1 at 6:03 pm

SELECTMEN'S MEETING AGENDA starting at 6:04 PM

1. CALL TO ORDER and FLAG SALUTE – Chairman Sharon Jackson will preside. Vice-Chair Dana Dillingham. Floyd Thayer, Scott Hunter, Caldwell Jackson, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Ricky Jack, Chief of Police.
2. ACTION ON MINUTES
 - 2.1. Action on minutes dated April 20th, 2023.
Caldwell Jackson motioned to accept minutes dated April 20th, 2023. Floyd Thayer seconded. Passed unanimously.
3. ADJUSTMENTS TO THE AGENDA
None
4. PUBLIC COMMENTS-*Please state your name and the Town that you are from for the record.*
 - Joseph Korn presented with concerns with the maintenance of the depth of ditches, culverts, and the trash debris from the Casino.
 - Shauna Broyer presented the safety aspect of what could be a serious concern if the ditches and culverts are not fixed. Shauna requests the Board of Selectmen to involve an engineer reviewing the road. Photos were presented.
 - Lois Pike requested water levels from the Town Manager, Adam Garland. Also discussed with the Town Manager and the Board of Selectmen the topic around the PFA's testing and concerns about the health of workers that may have been exposed.
5. BUSINESS ITEMS
 - 5.1. Review/Approve Daddy O's LLC On-Premises Liquor License Renewal Application
Dana Dillingham motion to approve Daddy O's, LLC on Premise Liquor License Renewal Application. Scott Hunter seconded. Pass unanimously.
 - 5.2. Review/Approve 901 Maine Street Oxford, LLC DBA Maine's Alternative Caring -Oxford, LLC New Application for a Retail Marijuana Store. Dana Dillingham seconded. Pass unanimously.
Caldwell Jackson motioned to approve 901 Maine Street Oxford, LLC DBA Maine's Alternative Caring - Oxford, LLC New Application for a Retail Marijuana Store
 - 5.3. Accept a \$100 donation from Bruce and Sylvia Wilson to the Police Reserve Acct

Floyd Thayer motioned to accept the \$100.00 donation from Bruce and Sylvia Wilson to the Police Reserve Account in memory of John Palmer. Scott Hunter seconded. Pass unanimously.

5.4. Accept a \$50 donation from Royal and Joan McPherson to the Police Reserve Acct
Floyd Thayer motioned to accept the \$50.00 donation from Royal and Joan McPherson to the Police Reserve Account in memory of John Palmer. Caldwell Jackson seconded. Pass unanimously.

5.5. Review Town Office Parking Lot Entrance Light Proposal
Caldwell Jackson motioned to approve the proposal quote from Realterm Energy of \$2,825.00. and to have the Town Manager, Adam Garland, move forward with the light installation using funds from the Town Office Account. Floyd Thayer seconded. Pass unanimously.

5.6. Review/Sign Oxford County Assessor's Return (\$492,201)
-Town Manager, Adam Garland stated that this is an increase of \$18,445.00 increase from last year
Caldwell Jackson motion to accept the Oxford County Assessor's Return of \$492,201.00. Dana Dillingham seconded. Pass unanimously.

5.7. Review/Sign the MSAD17 Warrant and Notice of Election
Caldwell Jackson accepts the MSAD17 Warrant and Notice of Election. Floyd Thayer seconded. Pass unanimously.

5.8. Review/Sign the Oxford Hills Tech School (Vocational Region 11) Warrant and Notice of Election
Dana Dillingham accepts the Oxford Hills Tech School Warrant and Notice of Election. Floyd Thayer seconded. Pass unanimously.

5.9. Review/Approve Maine Waste Contract
Caldwell Jackson motioned to approve the Maine Waste Contract with a 5-year term at \$83. Per ton, and to authorize the Town Manager, Adam Garland, to sign the agreement. Floyd Thayer seconded. Pass unanimously.

5.10. Fund Balance Policy Reserve (97-01) Discussion
Town Manager, Adam Garland reviewed the status of the Fund Balance Policy Account (97-01). The Town Manager, Adam Garland noted that due to the award of the paving for the coming year, adjustments will need to be made for future capital requests for this year. Priority items of interest are replacement windows at the Public Safety Building, replacement/update IV pumps on rescue trucks, fire air pack bottle replacements, turnout gear replacement, replacement of Police body/vehicle cameras, Replace Transfer Station roll-off container, and assessment Contingency, totaling \$117,375.00

6. DEPARTMENT HEAD REPORT

6.1. Ed Knightly, Transfer Station Update
None

7. TOWN MANAGER'S REPORT

7.1. Town Sewer Discussion

The Town Manager, Adam Garland, presented a proposal for hooking up more customers onto the town sewer system. The Town Manager proposed a one-year program to incentivize residents to hook up to the town sewer system. A discussion was held regarding funding for this project using route 26 TIF funds and sewer loan program funds. The Town Manager suggested that at the conclusion of this program, the Board of Selectmen enforce the sewer standby fee in the sewer ordinance. The discussion was held

regarding the impact fees to be charged if the sewer goes by any property that is not hooked up, as written in the ordinance.

-Discussion was held with the Board of Selectmen and the Town Manager regarding the placement of Lateral connections and their locations for the newer customers.

-Dana Dillingham expressed the concern of the seven (7) residents already in the loan/grant agreement if others can hook up with payback. Dana asked the Town Manager for a list and what is due on all loans.

-The Town Manager will present further information regarding the proposal on the June 1, 2023, Board of Selectmen meeting.

7.2. Town Manager Updates

Adam Garland, Town Manager reviewed the Thompson Lake Dam Level updates. The Town Manager also wanted to acknowledge the great work done by the Highway, Fire, and Police departments during the significant rainstorm on May 1st allowing for the passage of emergency vehicles and residents' safety on the roads. Town Manager, Adam Garland also gave updates on the paving contract that was signed with P&B Paving that will begin in the later part of May. Reminder: Town Meeting June 3rd, 2023 @ 10:00 am at Oxford Elementary School.

8. SELECTMEN ITEM

-Dana Dillingham stated that there are still washouts on Hebron Road after mending the road.

-Caldwell Jackson wanted to express thanks to the Oxford Police Force and those around the State for recognizing National Police Week.

-Scott asked the Town Manager about the cleanup of the cemeteries. The Town Manager, Adam Garland, said they are working on them for the Memorial Day weekend.

9. SIGN WARRANTS- 89, 90, 91, 92, 93, 94

Scott Hunter motioned to accept warrants 89, 90, 91, 92, 93, and 94. Floyd Thayer seconded. Pass unanimously.

10. EXECUTIVE SESSION

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

Dana Dillingham motioned to enter the 10.1 executive session at 6:58 pm to discuss a personnel matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(A). Scott Hunter seconded. Pass unanimously.

The Board of Selectmen came out of the executive session at 7:30 pm.

Scott Hunter motioned to authorize the Town Manager to execute the following sales of lots within the Town's business park located on Park Road as presented by the Town's Broker Tom Kennison:

- Lot #3 for \$37,000
- Lot #6 for \$36,000
- Combined lots 11 and 12 for \$50,000

Seconded by Floyd Thayer. Pass unanimously.

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

Dana Dillingham motioned to enter the executive session at 7:35 pm to discuss a personnel matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(A). Caldwell Jackson seconded. Passed unanimously.

The Board of Selectmen came out of the executive session at 8:06 pm.

11. ADJOURNMENT

Dana Dillingham motioned to adjourn the meeting at 8:07 pm. Floyd Thayer seconded. Passed unanimously.