

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

JULY 6TH, 2023, @ 6:00 PM

PUBLIC HEARINGS

PUBLIC HEARING #1- New Medical Marijuana Cultivation Facility application for Faded CC, LLC dba Faded Cannabis Company.

Chairperson, Sharon Jackson opened Public Hearing #1, at 6:02 PM. All was in order stated by Police Chief, Ricky Jack. No other comments from the Public. Chairperson, Sharon Jackson closed Public Hearing #1 at 6:03 PM.

PUBLIC HEARING #2- Renewal Liquor License for American Dream Restaurants, LLC dba Pizza Hut.

Chairperson, Sharon Jackson opened Public Hearing #1, at 6:03 PM. The complaints had taken place stated by Police Chief, Ricky Jack. No other comments from the Public. Chairperson, Sharon Jackson closed Public Hearing #1 at 6:04 PM.

SELECTMEN'S MEETING AGENDA starting at 6:00 PM

1. CALL TO ORDER and FLAG SALUTE – Chairman Sharon Jackson will preside. Vice-chair Dana Dillingham, Floyd Thayer, Scott Hunter, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Ed Knightly, Transfer Station Ricky Jack, Police Chief, Kayla Laird, Recreation director.
2. ACTION ON MINUTES
 - 2.1. Action on minutes dated June 1, 2023
Scott Hunter motion to accept action on minutes dated June 1, 2023. Dana Dillingham seconded. Pass Unanimously.
3. ADJUSTMENTS TO THE AGENDA
None
4. PUBLIC COMMENTS-*Please state your name and the Town that you are from for the record.*
 - Joyce Reiner request the road commissioner to take a ride to Kohut Road and take a look on what needs to be done for repairs. Joyce stated that the road has not been looked at in years.
 - Lois Pike requested to take a look at the sides of the road for mowing. The haven't been mowed this year and needs work. Adam Garland will ask the Highway Foreman, Jim Bennett to take a look at it.
5. BUSINESS ITEMS
 - 5.1. Election of Chair and Vice Chair
Floyd Thayer motion to nominate Dana Dillingham for Chair of the Board of Selectmen. Scott Hunter seconded. Pass unanimously.
Dana Dillingham motion to nominate Scott Hunter for Vice-Chair of the board of Selectmen. Sharon Jackson seconded. Pass unanimously.
 - 5.2. Recognition of Bertrand Tibbetts Retirement
-Chair, Dana Dillingham presented a plaque to Bertrand Tibbetts for his service to the Town and the many years working at the Transfer Station. All congratulated Bert!
 - 5.3. New Medical Marijuana Facility application for FadedCC, LLC dba Faded Cannabis Company
Floyd Thayer motion to approve the Medical Marijuana Facility application for FadedCC, LLC dba Faded Cannabis Company. Sharon Jackson seconded. Pass unanimously.

5.4. Renewal Liquor License for American Dream Restaurants, LLC dba Pizza Hut.
Floyd Thayer motion to approve the Liquor License for American Dream Restaurants, LLC. Sharon Jackson seconded. Pass unanimously.

5.5. Renewal Liquor License for Oxbow Brewing Company LLC.
Scott Hunter motion to approve the Liquor License for Oxbow Brewing Company, LLC. Sharon Jackson seconded. Pass unanimously.

5.6. Approve the acceptance of \$2,433 in drug forfeiture money
-Adam Garland asked the Board of Selectmen to authorize the acceptance of the \$2,433.00 in drug forfeiture money that result of a recent arrest made by the Oxford Police Department.
Floyd Thayer motion to accept the \$2,433. In drug forfeiture money. Sharon Jackson seconded. Pass unanimously.

5.7. Authorize the Town Manager to sign/approve BYOB function permits
-Adam Garland, Town Manager is ensuring that the Board of Selectmen is still supportive of authorizing the Town Manager to sign BYOB Function Permits and would like a vote to confirm this procedure.
Floyd Thayer motioned to support the Town Manager to authorize the BYOB Function Permits. Seconded by Sharon Jackson. Pass unanimously.

6. DEPARTMENT HEAD REPORT

6.1.Recreation Department Update – Kayla Laird

-Kayla Laird presented updates regarding the Recreation Department and the Summer Recreation program. The Summer Recreation Program is now in full swing with confirmation on the beginning and end dates and how many children enrolled. Kayla confirms that she was on site full time. Explanations was given on the roles and the process of all staff, and the staff/children ratio was articulated. The staff are now CPR and first Aid complaint. Although none are life-guard certified, they have completed their water safety course. Kayla also wanted to confirm that the integration between the summer program and the recreation access for the public has worked smoothly being plenty of space for both. The concession stand is now opened and operating for purchase of food, snacks and drinks for the public. Kayla Laird also showed the bright t-shirts that is mandatory worn for both staff and child when they start going on their field trips.

Kayla Laird also requested a look at the Sorts field at Pottle road. Although the dugouts are in good shape, the fields themselves need to be upgraded and the restrooms need to be completed. Through sponsorship, the Recreation subdivision, and the ADA line for the bathroom completion, she is hoping to come up with \$15,000., which is what she had estimated for the cost to start using the field. She is also hoping to open this field up to the State Championship scheduled for next year.

-Floyd Thayer asked where does the profit of the summer recreation program go to?

-Sharon Jackson responded by stating that the profit from the Recreation Department summer program was set up as a self-sufficient summer program, so the profit would go back into it.

-All complimented on the good job the Recreation Department is doing

7. TOWN MANAGER’S REPORT

7.1. Town Meeting 2024 Discussion

-Town Manager mentioned the recent discussion with the board of Selectmen regarding a referendum Town Meeting rather than continuing to have the traditional June Town Meeting due to low voter turnout. In an effort to explore this option, the Town Manager, Adam Garland contacted the Town Attorney to discuss this option. MMA legal is also reviewing this option. When more information is available, the Town Manager will report back to the board.

7.2. Public Reminder of Transfer Station Hours Change

- Adam Garland, Town Manager also reviewed the Transfer new hours starting July 31st.
 - Monday and Tuesday 7am-4pm
 - Wednesday and Thursday-Closed
 - Friday and Saturday 7am-4pm
 - Sunday 8am-Noon

7.3. Town Manager Updates

- Adam Garland, the Town Manager reviewed the update regarding the Park Road Business Park stating that there are remaining lots available and the Rob Prue recommended the CMP power installation that will be completed by Central Maine Power Company by the end of the summer.
- Rob Prue of Pinetree and the Hogan Whitney Pond Association will be meeting in August to address repairs and the cost.
- The Town Manager, Adam Garland stated he would like to schedule a walkthrough with the Selectmen of each Department. The Town Manager also would like to start working with the Selectmen on further developing the Town's 10-year capital plan.

8. SELECTMEN ITEM

- Floyd Thayer asked about the pothole repair on the Paine Road. Adam Garland stated that the Highway foreman is aware and is on his schedule.
- Scott Hunter asked if the culvert will be replaced on Whittemore Road where the new guardrails are being installed. The Town Manager, Adam Garland stated the installation of a new culver would require MDEP and Army Corp of Engineering approval. The Town Manager's recommendation was not to take any action regarding the culvert.
- Scott Hunter requested the Pot Hole on Allen Hill Road be repaired. A tree overhanging on Number six Road needs to be addressed. The curb sign is down again on Robinson hill Road, and near the Wedding Barn there is a washout that needs to be fixed again.
- Sharon Jackson stated that there is a tree down on the side of the road on Rabbit Valley Road and the retaining wall at Pismo Beach needs to be attended to.

9. SIGN WARRANTS- FY2023 - 108, 109, 110, 111, and FY2024 - 1, 2

Scott motioned to approved the signed warrants 108, 109, 110, 111, and FY2024-1,2. 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 motion to enter into executive session at 6: 40 PM to discuss a personnel matter pursuant to M.R.S.A Title 1, Chapter 13, Section 405 (6)(A). Sharon Jackson seconded. Pass unanimously

Adjournment of executive session at 7:10 pm

11. ADJOURNMENT

Sharon Jackson motioned to adjourn at 7:10 pm. Scott Hunter seconded. Passed unanimously.