

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

**July 7, 2022**

**PUBLIC HEARING** - Starting at 6:00 pm with 8 members of the public in attendance.

- Public Hearing – Marijuana Business Renewal – High Octane –  
*The owner of High Octane has withdrawn his license renewal application.*
  
- Public Hearing – Mass Gathering Application – Oxford County Agricultural Society –  
Oxford County Fair, September 14<sup>th</sup> – 17<sup>th</sup> 2022  
*No public comments*

*Chairman Sharon Jackson closed the public hearing at 6:04*

**SELECTMEN'S MEETING AGENDA**

**Note: Selectmen's meeting to start immediately following the above Public Hearing**

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, Zhenya Schevchenko of The WWTF.
  
2. ACTION ON MINUTES
  - 2.1. Action on minutes dated June 16, 2022  
*Motion to accept minutes dated June 16, 2022, by Caldwell Jackson seconded by Dana Dillingham-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  
*-Lois Pike – The Town welcome sign by Hannaford Store's bottom piece is missing and should be repaired.*
  
5. BUSINESS ITEM
  - 5.1. Review/Approve Mass Gathering Application - Oxford County Agricultural Society – Oxford County Fair, September 14<sup>th</sup> – 17<sup>th</sup> 2022  
*Dana Dillingham moved to approve OCAS Fair Mass Gathering Application, seconded by Floyd Thayer-Pass unanimously.*
  
  - 5.2. Appointment of Kathleen Dillingham to the Historical Preservation Society Committee  
*Scott Hunter motioned to approve an appointment of Kathleen Dillingham as a Member of the Historical Preservation Society, seconded by Floyde Thayer-Pass unanimously.*
  
  - 5.3. Appointment of Anita Pateneaude to the Cemetery Committee  
*Scott Hunter motioned to approve a re-appointment of Anita Pateneaude to the Cemetery Committee, seconded by Floyd Thayer-Pass unanimously.*
  
  - 5.4. Appointment of Thomas Kennison to the Economic Development Advisory Committee  
*Dana Dillingham motioned to approve a re-appointment of Thomas Kennison to the Economic Development Advisory Committee, seconded by Floyd Thayer-Pass unanimously*
  
  - 5.5. Appointment of Miles Hutchinson to the Economic Development Advisory Committee  
*Dana Dillingham motioned to approve an appointment of Miles Hutchinson to the Economic Development Advisory Committee, seconded by Floyd Thayer-Passed unanimously.*

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- 5.6. Appointment of Brianne M Bailey to the Budget Committee  
*Scott Hunter motioned to approve an appointment of Brianne M Bailey to the Budget Committee, seconded by Floyd Thayer-Pass unanimously.*
- 5.7. Review/Approve request for the Oxford American Legion Post for a fundraiser toll road on Saturday, July 16<sup>th</sup> from 9:00 am to 1:00 pm  
*Caldwell Jackson motioned to approve the Oxford American Legion Post toll fundraiser, seconded by Scott Hunter-one vote opposed by Floyd Thayer-four in favor.*
- 5.8. Oxford Historical Society – Patricia Larrivee – Kay House Discussion – Continued

Patricia Larrivee- Again requested permission from the board of selectmen to move the historical school house to the Kay House.

Chair, Sharon Jackson- Questioned if the school house was donated to the Town of Oxford or to the Kay House Historical Association?

Elton Record- Explained that Gretta Clifford gave the property (Kay House) to the Town of Oxford for use in historic preservation, and any property or artifacts would be preserved by the historic society at the Kay House. Would like to set it out in the back of the Kay House facing the School for the children to explore a one-room school house.

Kathleen Dillingham – Due to the cost that the Historical Society would incur for a quote on moving the school house, the Historical Society would like the Board of Selectmen to approve the request before this expense arises.

Patricia Larrivee- Proposes for the Board of Selectmen to approve the moving of the historical school house behind the Kay House at no expense to the Town. The Historical Society will also be responsible for the cost of repairing and painting.

*Scott Hunter motioned to approve moving of the historical one-room school house to the Kay House. Seconded by Floyd Thayer.- Pass 3in favor Sharon Jackson and Caldwell Jackson against.*

- 5.9. Selectmen Policy Review – Treasurer Disbursement Policy (Payroll and State)  
Adam Garland, Town Manager reviewed the Treasurer's Disbursement Maine State Fees Policy #2B and the Treasurer's Disbursement Payroll Policy number #2 and looked for approval of these annual policies.  
*Floyd Thayer moved to approve policies #3 and #2B, Dana Dillingham second-Passed unanimously.*

**6. DEPARTMENT HEAD REPORT**

- 6.1. Sewer Department, Zhenya Shevchenko – Department Update and Town Office Pump Station Discussion

Zhenya Shevchenko discussed the waiting time on the parts and pumps needed for the Sewer Department, and his hopes of investing in a garage. He also discussed moving the pump station control panel and antenna currently inside of the Town Office outside. There is a call out to Flanders Electric Company and is waiting for a call for an estimation cost.

**7. TOWN MANAGER'S REPORT**

- 7.1 Town Manager, Adam Garland reviewed the recent building inspection for the new town office. Noted issues include potential repairs to the roof within 5 years, updates to the HVAC system, and miscellaneous

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trim work.

8. SELECTMEN ITEM

8.1. Chair, Sharon Jackson presented Ronald Kugell with a plaque recognizing his service to the Town of Oxford. The Board of Selectman applauded him for all his years of charitable work on the many committees he was involved in.

Caldwell Jackson requested the need for patchwork on the East Oxford Road near the Hebron line.

Chair, Sharon Jackson commented on how the King Street sidewalk is coming along well and it looks good.

Floyd Thayer commented the highway did a good job in the tree cutting on Whittemore Road and School House Road.

9. SIGN WARRANTS – FY2022 Warrants 151, 152, 153, 154, 155, 156, 157, and FY2023 Warrants 1 and 2  
*Scott motioned to approve FY2022 Warrants 151, 152, 153, 154, 155, 156, 157, and FY2023 Warrants 1 and 2, Dana Dillingham seconded-Pass unanimously.*

*Dana Dillingham motioned to enter into an executive session at 6:50 pm, Scott Hunter seconded. Pass unanimously*

10. EXECUTIVE SESSION

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

11. ADJOURNMENT at 7:08pm Dana Dillingham motion to end the executive session, Scott Hunter second-Pass unanimously.