

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

August 4th, 2022 @ 6:00PM

SELECTMEN'S MEETING AGENDA

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, Ed Knightly, Transfer Station Supervisor, Jim Bennett, Highway Supervisor.

2. BOARD OF SELECTMEN RECOGNITION

2.1. Board of Selectmen recognized Recreation Director Patty Hesse for her years of service in both the Fire/EMS Department as well as Recreation Department. Congratulations were expressed on her retirement with flowers and a gift that was presented by Sharon Jackson.

3. ACTION ON MINUTES

3.1. Action on minutes dated July 21, 2022

Caldwell Jackson moved to accept the Minutes of July 21, 2022, Floyd Thayer seconded. Passed unanimously.

4. ADJUSTMENTS TO THE AGENDA-None

5. PUBLIC COMMENTS – Please state your name and the Town that you are from for the record

Joyce Reiner-Expressed concern and would like an explanation regarding the reason for the change of not being able to pick up items from the transfer station that other residents leave in good condition. She would like the Board of Selectmen to consider reviewing the ordinance that prohibits being able to pick up the items.

Robert Conrad stated his concerns regarding helping the less fortunate by getting the extra newspaper to start their wood stoves in the cold winter months and other items that are in good condition such as books and bicycles for children.

Sharon Jackson stated that there are items at the Transfer Station that will bring in revenue for the Town such as metal and copper. The other factor would be the liability that the Town would ensue if someone got hurt due to picking through items. Sharon stated that she does agree the wording in the ordinance needs to be reviewed as far as the approval of the Select Board if someone wishes to take something out of the Transfer Station. She also recommended taking the items that are in good condition to an organization that accepts these types of donations.

Dana Dillingham stated that the policy of not picking through the dump has been in place for a while and it arose only when the brochure wording was changed.

Caldwell stated that there are many drop-off areas where one could go to drop off better items, such as the Salvation Army or Goodwill.

6. BUSINESS ITEM

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- 6.1. Accept 3-H Daycare's donation of two swings for the Oxford Recreation Center
Scott Hunter motioned to accept the donation of the two swings for the Oxford Recreation Center, and Caldwell seconded-Pass unanimously.
- 6.2. Review/Approve Highway Department Zero Turn Mower Bid
Jim Bennett, Highway Supervisor explained the confusion on the deck size on the new mower and the availability. Jim also expressed the smaller size mower will fit between the stones of the cemeteries. Jim recommends the bid be awarded to Reid's Service Center as previously implied.
Caldwell Jackson moved to award Reid's Service Center the bid for the new mower, Floyd Thayer second.-Pass unanimously.
- 6.3. Appointment of Heather Langelier to the Historical Preservation Committee
Dana Dillingham motioned to accept Heather Langelier to the Historical Preservation Committee, Floyd Thayer seconded-Pass unanimously.
- 6.4. Review/Approve Central Maine Power Company's application for pole placement on Rock-O-Dundee Drive/Upper Hebron Road (East Oxford Road)
Scott Hunter motioned to approve CMP application for pole placement on Rock-O-Dundee Drive/Upper Hebron Rd (East Oxford Rd), Caldwell Jackson seconded.-Pass unanimously.
- 6.5. Review/Approve Central Maine Power Company's application for pole placement on Old County Road/Green Pond Line
Dana Dillingham motioned to approve CMP application for pole placement on Old County Road/Green Pond Line, Floyd Thayer seconded-Pass unanimously.

7. DEPARTMENT HEAD REPORT

- 7.1. Transfer Station – Ed Knightly – Garage Door Replacement
Adam Garland, Town Manager reminded the Select Board of last year's safety inspection through Safety Works and their recommendations of emergency stop sensors to prevent the doors from closing on a person or object. Adam Garland, Town Manager would like to move forward with a bid process. To pay for this project the Town Manager requests the Board of Selectmen to consider using a combination of funds from the Transfer Station Building and Grounds Maintenance line, along with the Fund Balance Policy Account.

Ed Knightly, Transfer Supervisor, explained the need for three garage doors and the differences in pricing would be depending on which style of the garage door is wanted.

Sharon Jackson requested two bids to compare costs. One for the roll-up style and another for the tilt-up retractable style.

Floyd Thayer motioned to accept using a combination of funds from the Transfer Station Building and Grounds Maintenance and the Fund Balance Policy Account for the cost of the Garage Door replacement. Caldwell Jackson second-Past unanimously

8. TOWN MANAGER'S REPORT

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8.1. Recreation Department Director Hiring Timeline

Adam Garland, Town Manager informed the Board of Selectmen of the timeline for hiring a new Recreation Department Director and asked if anyone interested in participating in the hiring process.

8.2. Project Updates

Adam Garland, Town Manager informed the Board of Selectmen and the public that the new Town Office projects are progressing with the installation of the front Town Clerk counter, doors, and walls in the front lobby, along with the contracted IT for computer and phone set up. Exterior repair work is being completed by the Town's Highway Department. A moving contractor has been scheduled for 9/14/2022 – 9/16/2022 with the closing of the office on the moving days.

The Town Manager, Adam Garland also informed the Board of Selectmen that the Town recently applied for a congressional grant fund through Senator Susan Collins's office for the Welchville Dam project. The grant application has been approved and is now awaiting final funding approval by the full Senate and House. This is a matching fund grant with the Town's matching funds being \$300,000 which is currently located in the Town's Welchville Dam reserve account. A Thank you letter was drafted to send to Senator Collins on behalf of the Board of Selectmen and if agreeable, they have been asked to sign the letter.

Caldwell Jackson motioned to sign the Thank you letter to Senator Collins, Dana Dillingham seconded. Pass unanimously

9. SELECTMEN ITEM

Sharon Jackson recommends postponing the Selectmen's Meeting on September 15th, 2022 to the following Thursday, September 22, 2022, due to the move.

Dana Dillingham reminded the Town Manager that the Oxford Fair will be taking place at the same time the move to the new office happens.

10. SIGN WARRANTS – 7, 8, 9, 10

Dana Dillingham motioned to sign warrants 7,8,9, and 10, Caldwell Jackson second. Pass unanimously.

11. EXECUTIVE SESSION

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

Caldwell Jackson motioned to enter in executive session at 6:42 PM, Dana Dillingham seconded. Pass unanimously.

12. ADJOURNMENT

Adjourned 7:35PM