

TOWN OF OXFORD
SELECTMEN'S MEETING MINUTES

September 21, 2023 @ 6:00 PM

PUBLIC HEARINGS

PUBLIC HEARING #1- 2023-2024 General Assistance Maximums Appendixes A-H

Dana Dillingham opened Public Hearing #1 2023-2024 General Assistance Maximums Appendixes A-H at 6:00 PM. No discussion. Closed Public Hearing #1 at 6:02 PM

SELECTMEN'S MEETING AGENDA starting at 6:00 PM

1. CALL TO ORDER and FLAG SALUTE – Chairman Dana Dillingham will preside. Vice-Chair Scott Hunter, Sharon Jackson, Caldwell Jackson, Floyd Thayer, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Ricky Jack, Police Chief.
2. ACTION ON MINUTES
 - 2.1. Action on minutes dated September 7th, 2023
None
3. ADJUSTMENTS TO THE AGENDA
None
4. PUBLIC COMMENTS- Please *state your name and the Town that you are from for the record*.
 - Penny Haslett on Jenny Lane expressed concern about a dog issue on Jenny Lane. Penny stated that there are four aggressive dogs that are not registered. They are chasing people right onto their own doorstep. She has already contacted the Police, Animal Control Officer. The owners have already been in court where they plead ‘not guilty’ due to no proof. Penny stated that she now has pictures and witnesses and wanted to let the Board of Selectmen know what is going on before someone gets hurt.
 - Ricky Jack, Police Chief confirmed that they are aware, and the process is very slow when dealing with the courts. The animal control officer is processing this case now.
 - Dana Dillingham stated that the case would need courts before any legal action can take place.
 - Joel Haslett is concerned that it is so close to someone getting hurt. Especially the children that play outside and walk the road. He would like to see action taken before something happens.
 - Lois Pike mentioned that the wooden fence is down surrounding Craigie Cemetery, and it will need to be repaired before winter.
 - Chris Glass from Hogan Pond Lane spoke about the Welchville Dam process of opening and closing the Dam. He understands that there has been a lot of rain and a lot of the height differences are caused directly by the flow of Thompson Lake Dam. Because the gates are opened there is a lot of damage to ground saturation, wall destruction, and loss of docks and boats. Requests the Board of Selectmen if the Town is gaging opening and closing the gates on Thompson Lake at certain dates and times that the town opens the Welchville gates 12 hours prior. He also volunteered at no cost to the Town his engineering expertise to help monitor the gates to relieve the Highway Foreman of this task.
5. BUSINESS ITEMS
 - 5.1. Adoption of the 2023-2024 General Assistance Ordinance Maximums – Appendixes A-H
Caldwell Jackson motion to accept the General Assistance Ordinance Maximums - Appendixes A-H. Floyd Thayer seconded. Passed unanimously.

5.2. FY2023-2024 Tax Commitment

-Adam Garland, Town Manager presented various scenarios on the Tax Commitment and his recommendations on the Tax Commitment for the FY2023-2024. The Town Manager feels either of the following approaches recognizes the needs of the individual taxpayer as well as the financial health of the Town. This approach also allows for enough TIF funding to handle the debt service for both the sewer and waterline payments.

9.45 Mil Rate -\$83,874 overlay – 1.5 million Casino funds

9.50 Mil Rate – \$121,140 overlay – 1.5 million Casino funds

-Sharon Jackson has reviewed the variables of the tax mil rates. She does not support the Town Manager's recommendations. She supports the 2 million on Casino Revenues with nothing over 9.00 for the mil rate. She continued her observations of the different variables and commented that she would feel comfortable with either an 8.75 Mil Rate or an 8.80 Mil Rate with the 2 million on Casino Revenues, she also feels that the residents will still see an increase due to the new valuation.

-Dana Dillingham, Chair explained to the public how and why Casino Revenues are used in relation to the Mil Rate.

-Floyd Thayer commented that he does not like the Mil rate to go too low. He commented on the 'not spending before we get it' practice.

-Caldwell Jackson shared his opinion to keep the Mil rate low with the 2 million from the Casino Revenue.

- Scott Hunter expressed his concern about the possibility of getting into another economic downturn and shared his thoughts that the Town should only spend what it collects. He feels comfortable with 1 million from the Casino Revenue.

-Dana Dillingham, Chair states it was always his intent to keep taxes as low as possible for the taxpayers. *Caldwell Jackson motioned to accept the mil rate of 8.8 with 2 million from the Casino Revenue. Second by Sharon Jackson. 3/2 Passed.*

Discussion-Sharon Jackson shared her reasoning for going with the tax rate at 8.80 with the 2 million from the Casino Revenue.

5.3. Police Cruiser Set Up RFP

Town Manager, Adam Garland recapped the RFP for the Police Cruiser setup. Having not received any bids, the Police Chief, with the Town Manager's approval, reached out to Hartford Communications LLC and was given a quote of \$14,715 for the equipment and \$3,250 for estimated labor, for a total cost of 17,965. 00. The Board of Selectmen is asked to consider allowing the Police Chief and The Town Manager to waive the RFP process due to the lack of bids, consider approving the additional \$4,708 from the fund balance policy account (97-01) for the cruiser set up and to consider approving the Police Chief and Town Manager to move forward with the equipment set up based on the quote received.

-Dana Dillingham, Chair would like the Police Chief to obtain two or three more quotes.

Dana Dillingham motioned to obtain two or three more quotes. Floyd Thayer seconded. Pass unanimously.

5.4. Public Safety Building Window Replacement RFP

Adam Garland, Town Manager recapped the Public Safety Building Window Replacement RFP.

Unfortunately, the Town did not receive any bids on this project. The Police Chief states he did receive interest from a contractor after the bid closed. This one contractor felt the windows did not need to be replaced and it was due to how they were installed that caused them to leak. The Police chief has requested a quote from the contractor for this repair.

-Dana Dillingham, Chair would like to see more than one contractor come and look at the building before deciding.

-Scott Hunter is concerned that if the windows are not replaced, the Town will still be looking at the heat efficiency problem.

5.5. Winter Sand RFP

Adam Garland, Town Manager stated that there were three (3) bids received:

(1)RA Tibbetts - \$17.50 yard - \$35,000

(2)ECI Materials - \$15.25 yard - \$30,500 – Note, that this bidder allows the option for the Town to purchase more sand during the winter season at \$7.75 per yard. The Town would be responsible for Trucking.

(3)R. Rolfe Corp – f\$18.00 yard - \$36,000

Scott Hunter motioned to accept ECI Materials - \$15.25 per yard - \$30,500 – with the option for the Town to purchase more sand during the winter season at \$7.75 per yard. The Town would be responsible for Trucking. Sharon Jackson seconded. Pass unanimously.

5.6. Accept donation from William S. Dunn Memorial Foundation Inc. of \$500 to the Welchville Dam Reserve Account and \$500 to the Transfer Station Reserve Account

Scott Hunter motioned to accept the donation from the William S. Dunn Memorial Foundation, Inc. to the Welchville Dam Reserve Account and \$500.00 to the Transfer Station Reserve Account. Sharon Jackson seconded. Pass unanimously.

6. DEPARTMENT HEAD REPORT

None

7. TOWN MANAGER’S REPORT

7.1.Town Manager Updates

- Adam Garland, Town Manager received a request to place solar lighting on the Town of Oxford signs on Route 26. The Town Manager asked the Board of Selectmen if this was something that they would like the Town Manager to investigate. The Board of Selectmen asked the Town Manager to research the cost.

-Adam Garland reminded the Board of Selectmen that on 10/5/2023 the next Selectmen Meeting there will be a Selectmen Workshop @ 5:00 PM at the Oxford Police Department.

-Adam Garland, Town Manager discussed the reviewed the Town’s opened positions:

Deputy Town Clerk

Highway Driver Labor with CDL

Part-time Highway Snow Plowing

Assessing Agent

8. SELECTMEN ITEM

None

9. SIGN WARRANTS – 23, 24, 25, 26, 27

Caldwell Jackson motion to accept warrants 23,24,25,26, & 27. Sharon Jackson seconded. Pass 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 motioned to enter into executive session at 6:55 PM to discuss a personnel matter pursuant to M.R.S.A Title 1, Chapter 13, Section 405 (6)(A). Dana Dillingham seconded. Pass unanimously.

Caldwell Jackson motioned to authorize the Town Manager to pay one month of Cobra Insurance for Brian Conant. Floyd Thayer second. Pass unanimously.

11. ADJOURNMENT

Scott Hunter motion to adjourn at 7:52 PM. Dana Dillingham second. Pass unanimously.