

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

October 5th, 2023, @ 6:00 PM

PUBLIC HEARINGS

PUBLIC HEARING #1- New Marijuana Products Manufacturing Facility Licensing Application for Thompson Lake Cannabis, LLC.

Dana Dillingham, Chair opened Public Hearing #1- A new Marijuana Products Manufacturing Facility Licensing application for Thompson Lae cannabis, LLC at 6:00 pm

Mike Lowe communicated what type of business and where it was located.

-Patricia Larrivee brought up the concern about the number of marijuana establishments there are in Oxford. Patricia Larrivee asked the Board of Selectmen to table this application until a study is completed by the Oxford Police Department regarding the drug problems in the Town of Oxford. She would also like to know the process of a petition to change the ordinance and what is needed.

-Adam Garland, the Town Manager asked Patricia to contact the Town Clerk, Wendy Friberg, on information needed to start a petition before the Town Meeting of 2024.

-Other members of the public asked questions regarding the type of business and location

Dana Dillingham closed the first Public Hearing at 6:05

PUBLIC HEARING #2- New Marijuana Cultivation Facility Licensing Application for Low Tide Terps, LLC.

Dana Dillingham, Chair opened Public Hearing #2-New Marijuana Cultivation Facility Licensing Application for Low Tied Terps, LLC at 6:06 pm

-Patricia Larrivee once again stated her concerns about an additional marijuana facility established in the Town of Oxford and asked the Board of Selectmen to table the application.

-Other members of the public concurred with Patricia Larrivee’s statement.

-Dana Dillingham, Chair stated that the Board cannot table these applications because the applicant has been compliant with the ordinance.

-Dana Dillingham, Chair closed the second Public Hearing at 6:08 pm

SELECTMEN’S MEETING AGENDA starting at 6:09 PM

1. CALL TO ORDER and FLAG SALUTE – Chairman Dana Dillingham will preside. Vice-Chair Scott Hunter, Caldwell Jackson, Floyd Thayer, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Jim Bennett, Highway Forman
2. ACTION ON MINUTES
 - 2.1.Action on minutes dated September 21, 2023
Caldwell Jackson moved to accept the minutes dated September 21, 2023. Floyd Thayer 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 wanted to let the Board of Selectmen and the public know how clean and well-organized the Transfer recycling building is. She wanted to have them recognized for the good work they were doing.

-Lois Pike asked the Town Manager, Adam Garland, if her understanding was correct that there was an error in the Fire Department payroll that would cause the Department not to have any funds for the turnout gear that is needed.

-Adam Garland, Town Manager confirmed that the payroll budget will be tight this year and that he has been working with Acting Chief Shawn Cordwell to ensure there isn't any unnecessary spending. The Town Manager noted that he invited the Department of Labor, Safety Works to conduct an inspection at the Fire Department. The Town Manager stated this inspection identified deficiencies within the Department to include turnout gear that needs to be replaced. The Town Manager and Acting Chief are working on a list of all turnout gear to be replaced, and depending on the cost it may need to be put out to bid. This topic is on the agenda for the next Selectmen Meeting for discussion. At that time the Town Manager will ask the Board of Selectmen to consider the cost of this gear to come out of the fund balance account, which will not affect the Fire/Rescue budget.

5. BUSINESS ITEMS

5.1. Review/Approve new Marijuana Products Manufacturing Facility Licensing Application for Thompson Lake Cannabis, LLC.

Scott Hunter motioned to approve the new Marijuana Products Manufacturing Facility application for Thompson Lake Cannabis, LLC. Caldwell Jackson second. Pass unanimously.

5.2. Review/Approve new Marijuana Cultivation Facility Licensing Application for Low Tide Terps, LLC.

Caldwell Jackson motioned to approve the new Marijuana Cultivation Facility application for Low Tied Terps, LLC. Scott Hunter second. Pass unanimously.

5.3. Town Office Roofing Replacement RFP

Adam Garland, Town Manager addressed the roof replacement that was out to bid last month. The following bids were received:

Restorations Unlimited - \$48,829

Paramount Construction - \$13,500

JB Roofing System LLC - \$51,705

D & S Building LLC - \$39,760

Triumph Roofing, Inc - \$44,625

The Town Manager made a recommendation for Paramount Construction at \$13,500.00. The Town Manager contacted Paramount Construction's references and received positive feedback. Due to the low pricing the Town Manager contacted the owner of Paramount Construction and asked that the owner review and confirm his bid price. The Town Manager noted the owner responded to this request stating he reviewed his bid and it was correct. The Town Manager asked the Board of Selectmen to consider funding this project using the Town Office Building reserve account which has a current balance of \$156,992. The Town Manager asked the Board of Selectmen to review the bids received and if agreeable, award the roofing bid.

Caldwell Jackson motioned to accept the RFP Town Office Roofing Replacement Bid to Paramount Construction. Scott Hunter second. Pass unanimously.

5.4. Broadband Expansion

Adam Garland, the Town Manager stated that he previously reached out to Charter Communications at the request of Mr. Joseph Wax, a resident of Perkins Cove, Oxford. Charter Communications found that 22 homes in this area were not being serviced. Charter Communications provided a cost for the project of \$115,487. Charter Communications has agreed to pay \$55,000. of the project making the Town's share \$60,487. The Town Manager would recommend using funds from the cable TV franchise reserve account which currently has a balance of \$89,913.

After a discussion and clarification between the Board of Selectmen and the Town Manager; Floyd Thayer motioned to accept the Charter Communications project with the Town's share of \$60,487. Using the funds from the cable TV franchise reserve account. Caldwell Jackson second. Pass unanimously.

5.5. Application to be on the Planning Board from Shawn Morse.

Caldwell Jackson approved Shawn Morse's application to be a Planning Board member. Floyd Thayer second. Pass unanimously.

5.6. Application to be on the Planning Board from Alexandria Richardson.

Floyd Thayer approved the application from Alexandria Richardson to be an alternate on the Planning Board. Caldwell Jackson second. Pass unanimously.

5.7. Review/Approve Date Change for Oxford Plains Speedway Mass Gathering (603 Diesel Truck Event) with attendees under 4,999 (October 27th and October 28th)

Caldwell Jackson approved the date change for the Oxford Plains Speedway Mass Gathering for the 603 Diesel Truck Event. Scott Hunter second. Passed unanimously.

6. DEPARTMENT HEAD REPORT

6.1 Highway Department – 10-Year Capital Plan Discussion – Foreman Jim Bennett

As a Follow-up to the Board of Selectmen walkthrough at the Highway Department, Foreman Jim Bennett and the Town Manager have presented a copy of the final plan to review a 10-year capital plan for the Highway Department. -Jim Bennett also stated that he is still looking for one full-time employee and still working on catching up on projects.

-Scott Hunter wanted to thank the Foreman, Jim Bennett, and the crew for the work.

7. TOWN MANAGER'S REPORT

7.1 Town Manager Update

Adam Garland, the Town Manager stated that Patriots Software is operating online now for updates on the new property valuations. The Town Manager wanted to let the Board of Selectmen and the public know that the Assessor will be in the office on October 19th and 20th to answer any questions regarding the evaluation. Adam Garland, Town Manager, also updated the Board of Selectmen on the future budget process for the Rabbit Valley Road culvert and drainage problem for the forty-four hundred feet. The estimate comes to 1.6 million. Another topic that the Town Manager wanted to update that dates were found in the 6/21/2008 Town Meeting on how and when to handle the gates at the Welchville Dam.

8. SELECTMEN ITEM

Scott Hunter asked why the "Jaws of Life" equipment was in storage. Adam Garland, the Town Manager stated they are waiting for training and a decision on where this equipment should be placed.

9. SIGN WARRANTS- 28, 29, 30, 31, 32

Scott Hunter motioned to approve sign warrants 28, 29, 30, 31, 32. Floyd Thayer second. 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 to discuss a personnel matter pursuant to M.R.S.A Title 1, Chapter 13, Section 405 (6)(A). Caldwell Jackson seconded. Pass unanimously.

Scott Hunter motion to adjourn executive session at 6:55 PM. Caldwell Jackson seconded. Passed unanimously.

11. ADJOURNMENT

Scott Hunter motion to adjourn at 6:55 PM. Floyd Thayer second. Pass unanimously.