

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

**November 17, 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, Zhenya Shevchenko, WWTF Supervisor, Fire Chief, Paul Hewey.
2. ACTION ON MINUTES
  - 2.1. Action on minutes dated November 03, 2022  
*Dana Dillingham motioned to accept the minutes dated November 3, 2022. 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  
Lois Pike – Questioned if she needs to contact Michael Chamings to receive permission to clean the monument located on his property on Robinson Hill Road. Adam Garland, Town Manager advised that she should as requested by Mr. Chamings.
5. BUSINESS ITEM
  - 5.1. Tax Foreclosed Property Disposition – Acct 320 and Acct 321, Marcotte, 180 Tiger Hill Rd  
Town Manager, Adam Garland summarized sale process requirements on a foreclosed property and actions to follow as directed in new law Title 36 § 943-C regarding the alternative sale for elderly residents 65 and over. Town Manager, Adam Garland stated that there are two parcels, one is acreage only and the other with the home and acreage. Town Manager, Adam Garland is asking for direction on moving forward with both foreclosed properties. Should both go through a Real Estate Broker, or Bid the land only and Real Estate Broker with the home property?  
  
After discussion, the Board of Selectmen asked to combine both properties and then proceed with the Real Estate Broker.  
  
*Motion made by Dana Dillingham to move forward with the Real Estate Broker after merging the properties into one property, seconded by Scott Hunter. Pass unanimously.*
  - 5.2. Maine Municipal Safety Grant – Fire Dept, Ladder Belt Replacement, \$2,715  
*Dana Dillingham motioned to accept the Grant for the Ladder Belt Replacement for \$2,715.00, and Floyd Thayer seconded. Pass unanimously.*
  - 5.3. Accept \$500 as an anonymous donation to the Recreation Reserve Account  
*Floyd Thayer motioned to accept the \$500.00 donation to the Recreation Reserve Account, Scott Hunter seconded. Pass unanimously.*
  - 5.4. Medical Bill Reimbursement Request  
Request three medical bills to be reimbursed for an elderly resident due to financial hardship. Chairman, Sharon Jackson, requested Paul Hewey, Fire Chief to investigate the wording of the final bill of the medical statements to assure residents that they have options to reach out if there

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

is a financial hardship before there is an accumulation of bills to waive. Also, Chair, Sharon Jackson requested an application process for this hardship be implemented. After discussion, the Board of Selectmen agreed that there should be an application process.

*Floyd Thayer motioned to accept the medical bills for the total of \$885.00 to be reimbursed to the resident. Seconded by Dana Dillingham. Pass unanimously.*

- 5.5. Abatement – Acct 3154, Skeetfield Rd, Margaret Knightly, \$456  
*Dana Dillingham motioned to accept the abatement on account 3154, Skeetfield Rd for \$456.00, Seconded by Scott Hunter. Pass unanimously.*
- 5.6. Abatement – Acct 3061, 82 Scenic Heights Dr, Kimberly Wilson, \$352.50  
*Dana Dillingham motioned to accept the abatement on account 3061, 82 Scenic Heights Dr for \$352.50. Seconded by Floyd Thayer. Pass unanimously.*
- 5.7. Abatement – Acct 2543, Main Street, John Schiavi, \$1,575  
*Scott Hunter motioned to accept the abatement on account 2543, Main Street for \$1,575.00. Seconded by Dana Dillingham. Pass unanimously.*
- 5.8. Abatement – Acct 2544, Main Street, John Schiavi, \$736.50  
*Dana Dillingham motioned to accept the abatement on account 2544, Main Street for \$736.50. Seconded by Floyd Thayer. Pass unanimously.*
- 5.9. Abatement/Supplemental – Acct 333 and Acct 3166, 246 Tiger Hill Rd  
*Scott Hunter motioned to accept the abatement/supplemental on account of 333 and Acct 3166, 246 Tiger Hill Rd. Seconded by Dana Dillingham. Pass unanimously.*
- 5.10. Abatement/Supplemental – Acct 56, South Town Farm Rd, \$460.50  
*Dana Dillingham motioned to accept the abatement/supplemental on account 56, South Town Farm Rd for \$460.50. Seconded by Floyd Thayer. Pass unanimously.*
- 5.11. Abatement – Acct 320, 180 Tiger Hill Rd, Roger, and Leon Marcotte, \$828  
*Scott Hunter motioned to accept the abatement on account 320, 180 Tiger Hill Rd for \$828.00. Seconded by Dana Dillingham. Passed unanimously.*
- 5.12. Abatement – Acct 321, Tiger Hill Rd, Roger, and Leon Marcotte, \$318  
*Dana Dillingham motioned to accept the abatement on 321, Tiger Hill Rd for \$318.00. Seconded by Floyd Thayer. Passed unanimously.*

**6. DEPARTMENT HEAD REPORT**

**6.1. Sewer Department – Zhenya Schevchenko**

Zhenya Schevchenko, Supervisor of the Wastewater Treatment Facility reviewed the repair of the membranes and the appreciation of the Vendor with whom he was doing business. Zhenya also clarified questions brought to him regarding a few of the potential residents who were thinking about hooking up.

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

-Chairman, Sharon Jackson inquired what we can do to get incentives for more residents to hook up.

-Zhenya Schevchenko referred to the stand-by fee that is stated in the ordinance to help residents be more motivated to tap into the Wastewater system.

-Chairman, Sharon Jackson emphasized that the Board of Selectmen needed to review the ordinance to start implementing the stand-by fee and start thinking about ways the Town can market the Wastewater Facility.

-Lois Pike asked Zhenya how many properties are now hooked-up.

-Zhenya Schevchenko stated out of approximately 800 households able to hook up, only 62 have utilized the facility.

-Dana Dillingham and other Board members asked the Town Manager, Adam Garland to find out the exact number of properties that are hooked up.

**7. TOWN MANAGER'S REPORT**

**7.1. Town Manager Updates**

- Town Manager, Adam Garland gave the results of the police cruisers and fire vehicle that was placed out to auctions. Also, wanted to let the Board of Selectmen be aware that the Highway Foreman Jim Bennett also, placed out to bid an inoperable welder. The total sales were \$14,425.00. The Town Manager, Adam Garland asked the Board of Selectmen to place the money from these sales into the respective department reserve accounts. *Scott Hunter motioned to move the appropriate money received into the respective department reserve accounts. Seconded by Floyd Thayer. Passed unanimously.*
- Review the Thanksgiving Holiday Schedule  
Town Manager, Adam Garland reminded the Public and the Board of Selectmen that the Town office will be closed for Thanksgiving and the Day after per the personnel policy: Thursday, November 24<sup>th</sup> and Friday, November 25<sup>th</sup>.
- Town Manager, Adam Garland also wanted to express what a great job the Town Clerk and Deputy clerk did at the elections and there was an opening for Deputy Town Clerk.
- Town Manager, Adam Garland mentioned that the Exterior Lights process is underway.

**8. SELECTMEN ITEM**

Scott Hunter commented on how there should be streetlights on Pottle Road, in addition to the parking lights being put up in the parking lot of the Town Office. The Board of Selectmen discussed how dark it was and agreed Street lights would help.

**9. SIGN WARRANTS – 37, 38, 39, 40**

*Scott Hunter motioned to approve warrants 37, 38, 39, & 40. Dana Dillingham seconded. Passed unanimously.*

*Chairman Sharon Jackson opened the Executive Session to discuss the disposition of property (real estate) at 6:45 PM. Scott Hunter motioned to move into executive session, and Dana Dillingham seconded. Passed unanimously.*

**10. EXECUTIVE SESSION**

10.1. To enter executive session to discuss the disposition of property (real estate) under

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

M.R.S.A Title 1, Chapter 13, Section 405 (6)(C).

11. ADJOURNMENT

*Dana Dillingham motion to adjourn the executive session at 7:10PM, Floyd Thayer seconded. Pass unanimously.*