

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

**December 1, 2022 @ 6:00 PM**

**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, Police Chief Ricky Jack.
  
2. ACTION ON MINUTES
  - 2.1. Action on minutes dated November 17, 2022  
*Scott Hunter motioned to accept the minute's date of November 17, 2022. Floyd Thayer seconded. Passed unanimously.*
  
3. ADJUSTMENTS TO THE AGENDA  
*None*
  
4. PUBLIC COMMENTS – Please state your name and the Town that you are from for the record  
*No comments*
  
5. BUSINESS ITEM
  - 5.1. Welchville Dam  
Adam Garland, Town Manager summarized the development of the design and permitting for the grade control structures to replace the Welchville Dam. The Town Manager, Adam Garland is asking the Board of Selectmen for authorization to sign a contract amendment with VHB Engineering to allow VHB to administer the bid process. The amendment has a total cost of \$42,710.00 which can be funded by the Welchville Dam Reserve Account. The Town Manager, Adam Garland introduced Dave Cloutier of VHB Engineering to discuss with the Board of Selectmen the contract and the next phases of this project.
    - Dave Cloutier of VHB Engineering reviewed and answered the questions regarding the contract and bid phase, construction phase, and archaeological testing phase.
    - The Board of Selectmen questioned and discussed future costs and the grant money that will be available to fund the project.
    - Dana Dillingham questioned the timeline of the completion of this project.
    - Dave Cloutier of VHB Engineering explained the timeline of each phase is out at least 3 months due to the late start. However, it is hopeful that the project will be completed by late summer/early fall. The grades will be monitored for three years before any removal of the dam.
    - Adam Garland, Town Manager reported that the feedback of other towns was positive using this type of structure.
    - The Board of Selectmen agreed to move forward on the project.  
*Floyd Thayer motioned to move forward on the contract amendment with a total cost of \$42,710.00 which will be funded by the Welchville Dam Reserve Account. Scott Hunter seconded. Passed unanimously.*

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5.2. Abatement/Supplemental – Acct 1239, 79 Laurel Lane, \$174  
*Scott Hunter motioned to accept the abatement/supplemental on 79 Laurel Lane for \$174.00. Floyd Thayer seconded. Passed unanimously.*

5.3. Abatement – Acct 2194, 128 Hogan Pond Lane, \$940.50  
*Floyd Thayer motioned to accept the abatement for 128 Hogan Pond Lane for \$940.50. Caldwell Jackson seconded. Passed unanimously.*

6. DEPARTMENT HEAD REPORT

6.1. Police Department Update – Chief Jack

Police Chief Ricky Jack presented statistical reports to the Board of Selectmen. He also commented on the good performance of the new vehicles.

7. TOWN MANAGER'S REPORT

7.1. Town Manager Updates

Adam Garland, Town Manager review the December Holiday Schedule. Also, wanted to express a great job to the Recreation Department's Christmas celebration on Sunday, November 27<sup>th</sup>.

8. SELECTMEN ITEM

8.1. New Town Office Discussion

Dana Dillingham would like to see a grand opening for the new Town Office and a plaque. After discussion by the Board of Selectmen and the Town Manager, it was agreed that a greet and meet would be after the meeting room construction is completed.

9. SIGN WARRANTS – 41, 42, 43, 44

*Scott Hunter motioned to accept warrants 41, 42, 43, and 44. Dana Dillingham seconded the motion. Passed unanimously.*

9.1. Chairman Sharon Jackson opened at 6:35 PM the executive session to discuss a personnel matter pursuant to MRSA Title 1, Chapter 13, Section 405 (6)(A).

*Dana Dillingham motioned to move into executive session, and Scott Hunter seconded. Passed unanimously*

10. EXECUTIVE SESSION

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

11. ADJOURNMENT

*Floyd Thayer motioned to adjourn the executive session at 6:56 PM., Scott Hunter seconded. Pass unanimously.*