

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

December 15, 2022, @ 6:00 PM

PUBLIC HEARINGS - Starting at 6:00 pm

- Public Hearing 1 – General Assistance Ordinance Updates/Revisions dated September 2022
- *Vice-Chair Dana Dillingham the Public Hearing at 6:00 PM for General Assistance Amended Ordinance amendment. There were no comments. Vice-Chair Dana Dillingham closed the Public Hearing at 6:02.*

- Public Hearing 2 – Marijuana Facility Licensing Application for Two Thirty-Seven Farms, LLC
- *Vice-Chair Dana Dillingham opened the Public Hearing at 6:02 PM for A new Marijuana Facility Licensing Application for Two Thirty-Seven Farms, LLC*

Barry Lorand introduced himself for any questions or concerns regarding the Marijuana Facility.

No further comments. Vice-Chair Dana Dillingham closed the Public Hearing at 6:05.

Note: Selectmen's meeting to start immediately following the above-listed Public Hearing

SELECTMEN'S MEETING: Starting at 6:05 PM

1. CALL TO ORDER and FLAG SALUTE – Chairman Sharon Jackson will be absent. Vice-chair Dana Dillingham presides, Floyd Thayer, Scott Hunter, Caldwell Jackson, Adam Garland, Town Manager, Wendy Friberg, Town Clerk, Fire Chief, Paul Hewey.

2. ACTION ON MINUTES
 - 2.1. Action on minutes dated December 1, 2022
Floyd Thayer motioned to approve minutes dated December 1, 2022. Caldwell Jackson seconded. Pass unanimously.

3. ADJUSTMENTS TO THE AGENDA
No adjustment to the agenda

4. PUBLIC COMMENTS – Please state your name and the Town that you are from for the record
No public comments

5. BUSINESS ITEM
 - 5.1. Adoption of Revised/Updated General Assistance Ordinance dated September 2022
Caldwell Jackson motion to accept the revised/Updated General Assistance Ordinance dated September 2022. Scott Hunter seconded. Pass unanimously
 - 5.2. Review/Approval of Marijuana Facility License application for Two Thirty-Seven Farms, LLC
Floyd Thayer motioned to approve the Marijuana Facility License application for Two Thirty-Seven Farms, LLC. Scott Hunter seconded. Pass unanimously.

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5.3. Medical Billing Hardship Application/Process Discussion/Approval

Adam Garland, Town Manager reviewed the form developed for those who were having difficulty paying for EMS services rendered by Oxford Fire/Rescue. The Town Manager also explained that when speaking to the billing company, they advised the form can be sent by the billing company to the customer before sending anyone to collections. This will allow the customer to apply for a hardship before any collection efforts are made. The fire chief will collect the Hardship Applications and review them with the Town Manager before being presented in front of the Board of Selectmen for review and approval.

Caldwell Jackson motioned to approve the medical Hardship Application. Floyd Thayer seconded. Pass unanimously.

6. DEPARTMENT HEAD REPORT

6.1. Fire Department – Fire Chief Paul Hewey

Fire Chief Paul Hewey reviewed the statistics on incidents and summarized any major incident types. The Chief also explained that low staffing makes it challenging for the employees to keep up with the calls. Dana Dillingham Vice-chair asked if the Town of Oxford is getting mutual aid from other towns. The Fire Chief confirmed that the mutual aid is at 50/50 participation.

7. TOWN MANAGER'S REPORT

7.1. Town Manager Updates

The Town Manager announced that the Broadband Expansion is completed for 17 roads. For any connection and information contact Spectrum Northeast LLC

The Town Manager's bid process for 85 Pleasant Street is now out and can be found on the website. Bids will close on January 3rd, 2023, at 2:00 PM. This will also be advertised in the newspaper.

Town Manager, Adam Garland mentioned in a previous discussion with Chairman, Sharon Jackson that the Board of Selectmen may want to come up with a procedure regarding the interim elective position for the School Board. To date, there are two applicants that are interested, and one should be approved before the next School Board Meeting. There was a discussion about if there should be an interview process or a presentation at the next Board of Selectmen meeting. It was agreed by the Board of Selectmen that they both will present at the next Selectmen Board Meeting.

The Town Manager, Adam Garland also wants to welcome the new Deputy Town Clerk, Julie Jacques who started on Monday, December 12th, 2022

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8. SELECTMEN ITEM

Floyd Thayer requested that the Highway Department could pick up the thrown air conditioner that is on the side of Whittemore Road. The Town Manager will contact the Highway Department Forman.

Caldwell Jackson inquired about the transfer station waste containers. The Town Manager, Adam Garland, will ask Ed Knightly to come to the January 19, 2023 Board of Selectmen meeting to discuss and answer any questions and concerns.

9. SIGN WARRANTS – 45, 46, 47, 48

Scott Hunter motioned to sign warrants 45, 46, 47, and 48. Caldwell Jackson seconded. Pass unanimously.

10. ADJOURNMENT

Caldwell Jackson motioned to adjourn the meeting at 6:26 PM. Scott Hunter seconded. Pass unanimously.