OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

August 18, 2020

Meeting Convened
At the Court of Oxford County Commissioners begun and held at Paris, Maine within and for the County of Oxford at 9:00 am on Tuesday, August 18, 2020 being a regular session, there were present:

Timothy Turner Chairman
Steven Merrill Commissioner
David Duguay Commissioner

The Pledge of Allegiance was recited.

Agenda Adopted
The agenda was adopted with the addition of accepting the resignation of a full-time Corrections Officer.

Minutes Approval
The following action occurred regarding sets of minutes of previous meetings:

August 6 approved with amendments

Public Comment
None.

Discuss Possible CARES Act Funding for Record Preservation
The Commissioners spoke with Bill Stewart of Kofile over the phone regarding possible CARES Act funding for electronic preservation of Commissioners’ Office records. It was noted that Executive Assistant Abby Shanor would work with him to get more information and a detailed estimate. This item will be discussed further at a future meeting when more information is available.

Department Heads
Department heads met with the Commissioners to discuss a variety of topics, some being unique to specific departments and other topics being of concern to several or all departments.

The Commissioners then entered an executive session with department heads (1 M.R.S.A. § 405-6 A) to discuss a personnel matter. No action was needed upon returning to open session.

The Commissioners reviewed a draft procedure for filing complaints written and proposed by the department heads. This item will be discussed further on September 15.

Sheriff's Report
Sheriff Chris Wainwright spoke with the Commissioners regarding departmental matters and reported that the Sheriff’s Office will receive $26,700 in COVID emergency grant funds.
The Commissioners signed an honorary commissione for Ronald Kugell, signifying his 50th year.

It was noted that Sheriff Wainwright and Executive Assistant Abby Shanor would work together to get at least three quotes to replace the furnace and day tank in the jail.

The Commissioners authorized the hiring of Brandon Pelton as a full-time Patrol Deputy with the following confirmed:

- Effective Date: September 6, 2020
- Wage Rate: $19.21/hr (entry)
- Special Conditions probationary period per contract

Commissioners authorized the hiring of Jonathan Wainwright as a full-time Patrol Deputy with the following confirmed:

- Effective Date: August 30, 2020
- Wage Rate: $19.21/hr (entry)
- Special Conditions probationary period per contract

There was discussion on whether the hiring of Jonathan Wainwright violated the County’s nepotism policy as he is the son of Sheriff Wainwright. Chief Deputy Jim Urquhart explained that the Sheriff would not have immediate supervision over Jonathan. RCC Director Donald Durrah voiced his support for the hiring, stating that he did not feel it was right to prevent Jonathan from advancing his career in law enforcement due to his father’s position. Jonathan also spoke for himself, stating that he is his own person and is expecting to be treated just like any other deputy would.

After lengthy discussion, Commissioner Merrill and Commissioner Turner voted in favor of the hiring. Commissioner Duguay stated that he had concerns over the nepotism policy and the perception the hiring may have amongst employees and the public. However, he did not feel it was appropriate to vote against the hiring and chose to abstain from voting instead and said he would support the outcome either way.

It was noted that the candidate for the part-time Patrol Deputy position withdrew his application.

The Commissioners authorized the hiring of Michael Jones as a part-time Corrections Officer with the following confirmed:

- Effective Date: August 18, 2020
- Wage Rate: $15.00/hr (uncertified rate)
- Special Conditions none

The Commissioners signed an MOU with the town of Dixfield as presented with the amendment of changing the effective date.
The Commissioners then entered an executive session (1 M.R.S.A. § 405-6 C) to discuss contract negotiations regarding law enforcement services for the town of Dixfield. No action as needed upon returning to open session.

The Commissioners accepted the resignation of Ryan Robitaille as a full-time Corrections Officer effective September 2. The Commissioners authorized him to stay on as a part-time Corrections Officer with a wage rate of $16.00/hr (certified rate) following a two-week separation period per policy.

Treasurer’s Report
Treasurer Beth Calhoun spoke with the Commissioners and distributed written reports.

It was noted that a 2018 year-end financial report can’t be completed as the books are too messy.

It was also noted that a 2019 Budget to Actual Report would be available at the next meeting.

Lunch
The Commissioners recessed for lunch at 12:50pm and reconvened at 1:05pm.

RCC Director’s Report
RCC Director Donald Durrah and Deputy RCC Director Geff Inman updated the Commissioners on several radio towers.

Director Durrah also reported that there is still one open full-time position, but only two positions can be trained at a time so they will need to wait for the two new hires to complete the process before hiring a third.

Director Durrah also noted that they would like to request an additional full-time position which would allow supervisors to actually supervise the shifts and perform other management duties rather than having to cover a station themselves.

Commissioner Duguay noted that it would be helpful to see a visual staffing model of both current and proposed plans.

Personnel Updates and Actions
It was noted that Executive Assistant Abby Shanor would schedule Matt Eaton from WG Tech to be present at the next meeting to help answer several questions regarding the proposed contract for additional services.

Maintenance Worker Marc Rainey spoke on his behalf regarding a request to go to a 32-hour work week. He stated that working four days a week would benefit his personal business while still taking care of his County duties. The matter was not discussed further.

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 D) to discuss union contract negotiations. No action was needed upon returning to open session.
Items for Discussion and Action – Considered as Time Permits Throughout Meeting

The Commissioners discussed the following and acted only as underlined.

1. Received update from Maine County Commissioners Association
2. Reviewed proposal from CGI Communications but decided not to engage at this time.
3. Reviewed contract procedure
4. Discussed 2021 budget process and noted that it may be best to hold the hearing and workshop in one of the upstairs courtrooms to allow for proper social distancing. It was also noted that only one representative from each agency should attend to minimize the number of attendees as much as possible.
5. Received written Administrator’s Report

Adjournment

The Commissioners adjourned at 5:08pm.

Timothy G. Turner, Chairman

Steven M. Merrill, Commissioner

David A. Duguay, Commissioner

Notes:

1) These minutes are intended to be a brief description of meeting actions to provide, in a general sense only, an account of what was discussed.

2) Unless otherwise noted, all votes taken by the Commissioners were unanimous.