OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

April 16, 2019

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, April 16, 2019 being a regular session, there were present:

David Duguay      Chairman
Timothy Turner    Commissioner
Steven Merrill     Commissioner

The Pledge of Allegiance was recited.

Public Comment
None.

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.

Treasurer’s Report
Treasurer Beth Calhoun updated the Commissioners on current financial operations.

It was noted that now that Berry Talbot and Royer are closing in on the transition process, she will be able to start producing standard monthly reports.

Executive Session to Confer with Counsel
The Commissioners entered into an executive session with Attorney Jim Pross. They took no action upon returning to open session.

Sheriff’s Report
Sheriff Chris Wainwright and Chief Deputy Jim Urquhart spoke with the commissioners regarding departmental matters.

The Commissioners authorized an additional $655.56 for office furniture with funds to be drawn from the drug account.

The Commissioners authorized a contract with MSAD #10 for a part time school resource officer.

The Commissioners entered into an executive session to discuss a personnel matter. They took no action upon returning to open session.

Lunch Recess
The Commissioners recessed for lunch in RCC to celebrate telecommunications week at 12:30pm and reconvened at 1:00pm.
Personnel Updates and Actions
The Commissioners authorized the hiring of Charles Libby of Windham as a contractual part-time School Resource Officer with the following confirmed:

- Effective Date: April 22, 2019
- Wage Rate: $25/hr (contract rate)
- Specials Conditions: contingent upon successful pre-employment physical at Concentra

The Commissioners authorized the hiring of Tonya Lewis of Bethel as a full-time Victim Witness Advocate with the following confirmed:

- Effective Date: April 29, 2019
- Wage Rate: $16.77/hr (2 year rate)
- Specials Conditions: probationary period per policy, contingent upon successful pre-employment physical at Concentra

The Commissioners reviewed a new application form for courthouse employees. It was noted that this would be revisited at a future date once some changes were made to the form.

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EMA Director’s Report
EMA Director Allyson Hill spoke with the Commissioners and updated them on the current financial matters in regards to federal reimbursements.

RCC Deputy Director’s Report
Deputy Director Geff Inman spoke with the Commissioners and updated them on departmental matters.

The Commissioners then entered into an executive session with Deputy RCC Director Geff Inman to discuss a personnel matter. They took no action upon returning to open session.

Items for Discussion and Action – Considered as Time Permits Throughout Meeting
The Commissioners discussed the following and took action only as underlined.

1. Received Update from Maine County Commissioners Association
2. Received Update on Legislative Matters
3. Other Items as Needed
Adjournment
The Commissioners adjourned at 4:26 pm.

David A. Duguay, Chairman
Timothy C. Turner, Commissioner
Steven M. Merrill, 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.