OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

February 19, 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, February 19, 2019 being a special session, there were present:

David Duguay  Chairman
Timothy Turner  Commissioner
Steven Merrill  Commissioner
Tom Winsor  County Administrator

The Pledge of Allegiance was recited.

Agenda Adopted
The agenda was adopted with the addition of reviewing Magalloway communication and discussion with Marc Roy.

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

December 18  approved with amendments
January 3  approved with amendments
January 15  tabled
February 7  tabled

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.

Executive Session to Consult with Attorney re Litigation Matter
The Commissioners entered into an executive session with Attorney Jim Pross to discuss a litigation matter. They took no action upon returning to open session.

Sheriff’s Report
Sheriff Chris Wainwright and Chief Deputy Jim Urquhart spoke with the Commissioners and updated them on departmental matters such as the billing rates, CID building repairs, and a recent law enforcement meeting with district chiefs.

The Commissioners noted that the check from Nova Northeastern University would be deposited as Sheriff’s Office miscellaneous revenue as discussed at the February 7 meeting.
The Commissioners then entered into an executive session to discuss union contract negotiations. They took no action upon returning to open session.

The Commissioners authorized the commission of Gary Hill of Norway PD as a Court Officer on behalf of the Sheriff’s Office with the following confirmed:

- Effective Date: February 19, 2018
- Wage Rate: none
- Special Conditions: 6 month probationary period, 3 year term

**Treasurer’s Report**
The Commissioners executed the 2019 tax commitment. A copy has been attached to these minutes.

Marc Roy of Berry Talbot and Royer updated the Commissioners on the current financial status.

**Lunch Recess**
The Commissioners recessed for lunch at 12:30pm and re-convened at 1:00pm.

**Personnel Updates and Action**
The Commissioners reviewed and approved a job description for the position of Executive Assistant.

The Commissioners entered into an executive session to discuss a personnel matter. They returned to open session and acknowledged the retirement of RCC Director James Miclon effective March 22 and thanked him for his 40+ years of service to the County.

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

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

The Commissioners entered into an executive session to discuss union contract negotiations. They took no action upon returning to open session.

County Administrator Tom Winsor updated the Commissioners on the maintenance staffing plan.

**RCC Deputy Director’s Report**
The Commissioners received an update from the RCC Governing Board regarding emergency services throughout the County.

**Administrator’s Report**
County Administrator Tom Winsor updated the Commissioners about ongoing departmental matters.

It was noted that interviews will be taking place within the next few weeks for the position of Maintenance Worker and that he hopes to have someone recommended for hire by the March 7 meeting.
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. Administrator Task List
4. Other Items as Needed

Adjournment

The Commissioners adjourned at 5:11pm.

David A. Duguay, Chairman

Timothy G. 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.