OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

July 8, 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 Thursday, July 8, 2019 being a special session, there were present:

David Duguay    Chairman
Steven Merrill   Commissioner
Tom Winsor      County Administrator

Commissioner Turner was absent to attend a family funeral.

The Pledge of Allegiance was recited.

Agenda Adopted
The agenda was adopted with the addition of consideration for the hire of one full-time and three part-time corrections officers.

Public Comment
None.

Treasurer’s Report
Marc Roy and Susan Tuttle of Berry Talbot Royer spoke with the Commissioners about changing the jail budget’s fiscal year.

The Commissioners authorized changing the jail budget to a calendar year.

Marc Roy and Treasurer Beth Calhoun also expressed their concerns regarding the auditor, Ron Beaulieu, and that the 2017 audit is still not completed. They advised the Commissioners that they may want to switch auditors and hire Berry Talbot and Royer to clean up the books to make the process go quicker. This item will be revisited on July 16.

Register of Deeds Report
Register of Deeds Cherri Crockett updated the Commissioners on the Fryeburg registry closing.

It was noted that the Commissioners will tour the Deeds Office on July 16.

Personnel Updates and Action
The Commissioners were asked by the Sheriff to accept the resignation of Chris Davis. The Commissioners tabled this item until later in the meeting once a resignation letter was given to them.
The Commissioners authorized the hiring of Daniel Landry as a full-time Corrections Officer with the following confirmed:

- Effective Date: July 14, 2019
- Wage Rate: $17.26/hr (3rd year step)
- Specials Conditions: probationary period per contract

The Commissioners tabled the hiring of part-time corrections officers until July 16.

The Commissioners authorized the posting of a full-time dispatcher position.

The Commissioners reviewed the current on-boarding and off-boarding procedures. It was noted that the County’s Attorney was currently reviewing the formal procedure and that it would be distributed to department heads at the July 11 department head meeting.

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

**Review Draft Minutes Pending Review or Signature**
- June 18 approved with amendments

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

1. **Discussed** Future Use of District Court Building and **Authorized** County Administration Tom Winsor to Investigate the Cost of Moving EMA Into that Space
2. **Received** Updates on Legislative Matters
3. **Received** Administrative Updates

The Commissioners entered into an executive session to discuss a personnel matter. They returned to open session and accepted the resignation of Sheriff’s Deputy Chris Davis effective July 6.

The Commissioners then accepted the resignation of Dispatcher Tammy Maurer effective July 31.

**Adjournment**
The Commissioners adjourned at 12:35pm.

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