OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

June 16, 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, June 16, 2020 being a regular session, there were present:

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

The Pledge of Allegiance was recited.

Agenda Adopted
The agenda was adopted as written.

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

May 19 approved with amendments
June 4 approved with amendments

Public Comment
The Commissioners spoke with Mark Densmore of Canton via phone who wanted to address his concerns for Alden Hill Road where he lives. He says the road is not in good condition and the town of Canton will not maintain it besides the one time it was graded. The Commissioners explained to him that at least three residents of the road need to sign a petition asking for them to intervene before they can proceed.

Mr. Densmore also expressed concern for ATV riders who recklessly drive on the road and have caused accidents. Sheriff Chris Wainwright, who happened to be present during the call, offered to go out and personally visit him later in the day to discuss the issue and assist however he can.

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.

Due to COVID-19 some department heads participated via Zoom.

Sheriff’s Report
Sheriff Chris Wainwright spoke with the Commissioners regarding departmental matters.

The Commissioners tabled discussion of updates SRO contracts to July 9.
The Commissioners authorized the posting of the Sheriff’s Clerk position with the understanding that it is currently a part-time position with potential to be full-time in the future.

The Sheriff noted that there may be four potential patrol absences and two corrections absences due to various leaves. The Commissioners authorized the posting of part-time and full-time patrol positions so that a new hiring list can be established as the old one has been exhausted.

Jail Captain Dana Dillingham noted that the Maine Criminal Justice Academy is advocating for armed transportation officers which may become mandatory statewide in the future.

The Sheriff provided a draft inmate boarding agreement and said that Two Bridges’ jail board would be voting on it tomorrow.

Sheriff Wainwright and Captain Dillingham also noted that they have a goal of July 1, 2021 to return the jail to full service.

It was also noted that Allied Engineering would be getting back shortly regarding a study on the HVAC system in the jail.

**Treasurer’s Report**
Treasurer Beth Calhoun and Marc Roy of Berry Talbot Royer spoke with the Commissioners and distributed written reports.

The Commissioners asked that the overtime reports be listed by employee and dollar amount going forward.

The Commissioners also reviewed the 2018 and 2019 audit reports from RHR Smith. The Commissioners noted that they appreciated how quick and smoothly the audit process has been going since contracting with Berry Talbot Royer to run the finances.

**Personnel Updates and Actions**
The Commissioners tabled discussion of possible formation of an IT department to July 9. It was noted that a meeting between all parties involved would take place at 10:00am on June 29.

The Commissioners tabled review of policy re nepotism to July 9.

The Commissioners approved changes to policy re dress code. It was noted that Executive Assistant Abby Shanor would send the changes to employees via email later today or tomorrow depending on when the meeting adjourns.

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 A) to review a recent exit interview. No action was needed upon returning to open session.

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. Approved liquor license renewal submission for Black Brook Cove Campground
3. Received Administrator’s Report – it was noted that Nancy Cushman Speedway Inc. offered a tour of some office space in the Twin Town plaza for potential use by the county.

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

The Commissioners and County Administrator Tom Winsor then left for a tour of the Twin Town complex for potential use of office space.

Adjournment
The Commissioners adjourned at 4:00pm.

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.