OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

March 7, 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 March 7, 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.

Treasurer’s Report
Marc Roy of Berry Talbot and Royer updated the Commissioners on suggested changes to the electric time-keeping system. It was noted that these suggestions will result in policy changes. This item will be revisited on March 19.

Marc also suggested changing the jail’s fiscal year to a calendar year to align with the general fund.

District Attorney’s Report
The Commissioners entered into an executive session with District Attorney Andrew Robinson to discuss a personnel matter. They took no action upon returning to open session.

Register of Deeds Report
Register of Deeds Cherri Crockett updated the Commissioners on departmental matters and briefed them on the procedure for the public hearing on March 12 regarding the closure of the Fryeburg registry.

Sheriff’s Report
Sheriff Chris Wainwright and Chief Deputy Jim Urquhart updated the Commissioners on departmental matters such as the billing rate, the jail contract, and 2019 vehicle bids.

It was noted that there are no recommended cost changes on this year’s Bethel contract. This item will be revisited on March 19.

Sheriff Chris Wainwright also clarified that a recent legal invoice was for an ongoing personnel matter.

It was also noted that the current SAD #55 School Resource Officer contract is outdated.

The Commissioners then authorized the posting of part-time and full-time Corrections Officer positions.

It was noted that updates on returning the jail to full service will be a monthly recurring item.
**Personnel Updates and Action**

The Commissioners authorized the hiring of Jeffrey Howe of Dixfield as a certified full-time Sheriff’s Deputy with the following confirmed:

- **Effective Date**: March 10, 2019
- **Wage Rate**: $20.38 (4 year rate)
- **Special Conditions**: probationary period per contract, contingent upon successful pre-employment testing

The Commissioners authorized the hiring of Patrick Lane of Bryant Pond as a full-time Maintenance Worker with the following confirmed:

- **Effective Date**: March 10, 2019
- **Wage Rate**: $17.43 (4 year rate)
- **Special Conditions**: probationary period per contract, contingent upon successful pre-employment testing

The Commissioners accepted the resignation of District Attorney’s Office Administrator Suzanna Gallant effective March 15. They then authorized the internal posting of the positng for one week.

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.

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.

**Review Draft Minutes Pending Review or Signature**

- January 15: tabled
- February 7: tabled
- February 19: tabled

**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 on Legislative Matters
2. Administrator Task List
3. Other Items As Needed

It was noted that Administrator Tom Winsor will be on Vacation April 8 – 22.

The Commissioners then authorized a contract with Bernier Construction to construct a bridge in the Unorganized Territory.
Adjournment
The Commissioners adjourned at 3:41pm.

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.