OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

May 7, 2020

*Due to COVID-19 this meeting was held online via Zoom

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, May 7, 2020 being a workshop, 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 with the addition of comment from the Town of Sumner regarding the upcoming budget cycle and an update of the status of an employee in the Sheriff’s Office who has been out on leave.

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

April 21 approved with amendments
April 30 approved

Sheriff’s Report
Sheriff Chris Wainwright updated the Commissioners on his department’s response to COVID-19, noting that the corrections officers are wrapping up their PPE fit tests and training at Concentra.

The Sheriff recognized that it is National Corrections Officers’ Week and thanked the jail staff for their ongoing hard work.

The Sheriff also recognized that next week is Law Enforcement Memorial Week and honored Oxford County Lt. William A. Williams who suffered a fatal heart attack during an incident while on duty on October 13, 1989

The Sheriff also honored Deputy Harrison Whitman who was shot and killed in the line of duty on Paris Hill on November 18, 1893

It was noted that the Sheriff’s Office would be reaching out to those families and will also be doing a graveside services in Auburn and Mexico and provide some maintenance to those sites if needed.

The Commissioners agreed with the Sheriff’s recommendation to move forward with the interview process for corrections positions so long as social distancing guidelines are followed.
It was noted that the Sheriff would work with County Administrator Tom Winsor on new vehicle bids. It was also noted that the County may keep one of the trucks for the maintenance team as it will be more feasible than repairing the one they currently have.

The Sheriff and Commissioners also discussed ongoing concerns such as radio communication issues, school resource officer contracts, and the inmate boarding agreement. No action was needed at this time and these items will be discussed further in the future.

The Commissioners questioned the Sheriff about the status of an employee who has been out on leave. The Sheriff reported that she in the process of returning to work over the next few weeks and that the onboarding process was delayed due to COVID-19.

**Treasurer’s Report**
Treasurer Beth Calhoun updated the Commissioners on departmental matters and distributed written reports via email at that time.

Chairperson Mary Ann Haxton of the Sumner Select Board expressed the Board’s concerns to the Commissioners regarding the upcoming budget cycle as affected by COVID-19. The Commissioners assured her that they will do what they can to relieve the county citizens and the towns in the upcoming budget cycle, and reminded her that in the 2020 budget there is a transfer of $850,000 from the casino fund to relieve the tax burden which will help at least a little for this year in addition to an order from the County Administrator to all departments to cease unnecessary spending.

It was noted that civil revenue was down about 50% due to COVID-19.

**Register of Deeds Report**
The Commissioners entered an executive session (1 M.R.S.A. § 405-6 A) with Register of Deeds Cherri Crockett to discuss a personnel matter. They took no action upon returning to open session. This matter will be discussed further on May 19.

**Personnel Updates and Actions**
The Commissioners tabled discussion on policy changes regarding nepotism to the next workshop on June 4.

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 A) to discuss a grievance. They took no action upon returning to open session. This matter will be discussed further on May 19.

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

1. Received Administrator’s Report
2. Discussed engineering study on the use of the RCC and old District Court Building
3. Discussed plan to gradually re-open the county offices. It was noted that this topic will be discuss at the May 14 department head meeting and will be discussed further at the May 19 regular meeting.
Adjournment
The Commissioners adjourned at 11:47am.

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.