OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

September 5, 2019

Meeting Convened
At the Court of Oxford County Commissioners begun and held at Paris, Maine within and for the County of Oxford at 8:00 am on Thursday, September 5, 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 a Deeds report, authorize safety enhancement grant submission, and meeting with Marc Roy of Berry Talbot and Royer.

Register of Deeds Report
Register of Deeds Cherri Crockett reported to the Commissioners that the Fryeburg (western) Registry successfully closed on August 28 and that the transition here in the Paris office is going well so far.

District Attorney’s Report
The Commissioners spoke with District Attorney Andrew Robinson regarding excessive late/early arrivals within that office. The Commissioners authorized the employees of that office to work up to 40 hours if needed to accommodate heavy workloads, as long as they are worked within normal business hours (8:00-4:00, Monday – Friday) and must remain within budget.

Sheriff’s Report
The Commissioners authorized the posting of two full-time patrol deputy positions to get back to current standard of deputy count through attrition to help relieve the current staffing situation with the understanding that this will not permanently increase the total deputy count.

It was noted that the disposal of old laptops/equipment agenda item had already been resolved and no further discussion or action was needed.

The Commissioners reviewed three draft school resource officer contracts. This item will be discussed further on September 17.

The Commissioners asked Sheriff Chris Wainwright for a copy of a recent IA report. The Sheriff said that the only copy has been given to the Attorney General’s Office so he doesn’t have a copy to provide at this time.
Personnel Updates and Actions
The Commissioners authorized the hiring of Kathryn Burke of Sumner as a full-time Dispatcher with the following confirmed:

- Effective Date: September 9, 2019
- Wage Rate: $15.30/hr (entry)
- Specials Conditions: contingent upon successful pre-employment testing as required by law and probationary period per contract

The Commissioners authorized the hiring of Marc Rainey of Auburn as a Maintenance Worker with the following confirmed:

- Effective Date: September 9, 2019
- Wage Rate: $17.43/hr
- Specials Conditions: contingent upon successful pre-employment physical at Concentra and probationary period per policy

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 A) to discuss a personnel matter involving an open internal affairs investigation. They took no action upon returning to open session. This item will be discussed further on October 3 if updates are available.

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 A) to discuss a personnel matter involving an employee’s medical leave status. They took no action upon returning to open session. It was noted that the physician had not returned communication to Labor Consultant Annalee Rosenblatt. This item will be discussed further on October 3 if updates are needed.

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 A) to discuss a personnel matter involving a request for unpaid leave. They took no action upon returning to open session. It was noted that this employee does need meet qualification for unpaid leave at this time.

Review Draft Minutes Pending Review or Signature
July 16 approved with amendments
August 2 approved with amendments – Commissioners Duguay abstained from this vote since he was not present at the August 2 meeting
August 20 tabled

Items for Discussion and Action – Considered as Time Permits Throughout Meeting
The Commissioners discussed the following and took action only as underlined.
1. Authorized Submission of Safety Enhancement Grant Application to Maine Municipal on behalf of the Maintenance Department
2. Received Administrator’s Report
Adjournment
The Commissioners adjourned at 2:15pm.

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.