

**OXFORD COUNTY COMMISSIONERS
MEETING MINUTES**

December 15, 2015

Meeting Convened

At the Court of Oxford County Commissioners begun and held at Paris, Maine within and for the County of Oxford at 9:05 am on Tuesday, December 15, 2015 being a regular session, there were present:

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|----------------|----------------------|
| Steven Merrill | Chairman |
| David Duguay | Commissioner |
| Timothy Turner | Commissioner |
| Scott Cole | Administrator |
| Judy Haas | Deputy Administrator |

Various county officials, employees, media representatives, and other individuals were also present at different times throughout this session.

The Pledge of Allegiance was recited.

Minutes Approval

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

November 17 tabled

Agenda Adopted

The meeting agenda was adopted with amendment.

Public Comment

Quentin Henderson of Otisfield and Les Flanders, Assessor of Lincoln Plantation and Budget Committee member, presented a written statement and spoke with Commissioners regarding the Budget Committee's endorsement of funding of Western Maine Transportation Services in the 2016 general fund budget in the amount of \$11,500. It was their position that the appropriation should be eliminated outright, or as an alternative, increase utilization of casino reserves in a corresponding amount. Other individuals spoke on this matter as well, presenting various points of view.

Enact 2016 General Fund Budget

This budget was enacted as endorsed by the Budget Committee on November 17 with a total expenditure of \$6,731,434 and non-tax revenues/credits of \$2,430,851, resulting in an estimated minimum property tax commitment of \$5,566,203, said figure being pre-overlay calculation and including \$1,265,620 in jail funding (per statute).

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.

Legislative Delegation

In the first of two similar events this day, the Commissioners and other officials met with members of the county's delegation to discuss the Oxford's jail future and how its mission and operation are affected by current statute. Following lengthy conversation among all parties, a consensus emerged that county officials would identify Oxford's three priorities in descending order and communicate same to the delegation going into the 2016 legislative session.

Lunch Recess

The Commissioners recessed for the annual Christmas party held in Superior Court.

A special thank you to Hazel Paakkonen and other staff who were involved with this effort. County officials, legislators and guests were present and enjoyed home-cooked food and good company.

Treasurer's Report

Deputy Treasurer Deb Martin spoke with the Commissioners concerning departmental matters and distributed a written report at that time. Commissioners also requested that a specific date be identified for county officials to meet with auditors to review different financial statements (general, jail, unorganized territory) following their completion.

Mrs. Martin, of Paris, then submitted a letter of resignation from county employment with last day set for December 29. The Commissioners accepted this letter with "extreme regret."

Sheriff's Report

Sheriff Wayne Gallant spoke with the Commissioners concerning departmental matters and distributed a written report at that time. The Commissioners then took the following actions with input from the Sheriff:

- Designated Administrator Cole to represent Commissioners office in December 21 interviews with two reserve deputy applicants.
- Approved updates to Captain and Chief Deputy job descriptions.
- Authorized (or re-authorized) the following deputies warrants:

| | | |
|-----------------|----------------------|------------------------|
| Joshua Aylward | Bruce Korhonen | Richard Murray |
| Matt Baker | Brian Landis | William Nelson |
| Joshua Daley | Chancey Libby | Matthew Noyes |
| Michael Halacy | Doug Maifeld | Danielle Welch |
| Thomas Harriman | Christina McAllister | Joshua Wyman |
| Timothy Holland | Matthew McDonnell | Christopher Wainwright |
| Jeffrey Huston | Tony Milligan | |

- Authorized posting of reserve corrections officer positions, to a maximum of three.
- Discussed civil process and fee collection with reliance on a letter from Bruce Nadeau, CPA, dated December 11, 2015.

- Entered executive session for purpose of discussing a personnel matter. They returned to open session, taking no action.

Legislative Delegation

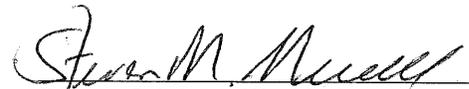
To accommodate for those unable to attend the earlier discussion, the Commissioners and other officials met again with members of the county's delegation to discuss the Oxford's jail future and how its mission and operation are affected by current statute.

• **Items for Discussion and Action**

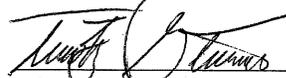
1. Update from Maine County Commissioners Association
 - December 9 Meeting
 - **Appointed** Commissioner Merrill to Board of Directors
 - **Noted** the Annual Meeting To Be Held January 13 at 10 AM, Senator Inn, Augusta
2. **Authorize Submission** of Application – MEMA/Pre-Disaster Mitigation Grant (\$15,000)
3. **Executed Resolution** Endorsing Androscoggin, Oxford, and Coos Counties Rail Coalition
4. Discuss Airport Matters
5. Administrator Task List
6. Other Items as Needed
 - **Authorized** 2nd quarter jail payment to Cumberland County in the amount of \$136,500
 - **Appointed** Commissioner Duguay as county representative to Androscoggin Valley Council of Governments
 - **Appointed** Commissioner Duguay as county representative to Maine Workforce Investment Board
 - **Elected** Commissioner Duguay as Board Chairman for 2016

Adjournment

The Commissioners adjourned at 6:34 pm.


 Steven M. Merrill, Chairman


 David A. Duguay, Commissioner


 Timothy G. Turner, Commissioner


 Scott G. Cole, Administrator

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.*