

**OXFORD COUNTY COMMISSIONERS
MEETING MINUTES**

February 18, 2014

Meeting Convened

At the Court of Oxford County Commissioners begun and held at Paris, Maine within and for the County of Oxford at 9:04am on Tuesday, February 18, 2014 being a regular session, there were present:

Caldwell Jackson	Chairman
Steven Merrill	Commissioner
Dave Duguay	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.

The following actions occurred concerning minutes of previous meetings:

September 30 tabled
October 15 tabled
November 19 tabled
December 10 tabled
January 21 tabled
February 4 tabled

The meeting agenda was adopted with the following additions:

- Execute Letter to UT Fiscal Administrator Certifying Raise in Tax Levy Limit in FY 15
- Discuss Possible Contact w/ Municipalities re County Programs

It has been attached to these minutes.

Public Comment

None

Department Heads

Department heads met with Commissioners to discuss a variety of topics, some being unique to specific departments and other topics being of concern to several or all departments.

Treasurer's Report

Treasurer Roy Gedat spoke with the Commissioners concerning departmental matters and distributed a written report at that time.

The Commissioners authorized execution of documents related to a \$2,900,000 tax anticipation note.

The Commissioners authorized the Treasurer to transfer a total of \$460,000 in 2014 from the Casino Reserve to the general fund at the amount/frequency of \$38,500 per month, January through November, and \$36,500 in December, pursuant to the approved 2014 general fund budget.

Sheriff's Report

Sheriff Wayne Gallant spoke with the Commissioners concerning departmental matters and distributed a written report at that time.

Chaplain Greg Dube of Rumford was introduced to the Commissioners.

The Commissioners authorized purchase and set-up of five vehicles from Bessey Motors at an estimated total cost of \$137,500, along with trade-in of four vehicles and retention of a fifth vehicle for utilization as a backup vehicle.

The Commissioners authorized purchase of 7 mobile laptops from CDW-G at a total cost of \$16,653.

Lunch Recess

A recess was called at 12:05, Commissioners taking lunch at their desks.

Re-Convene Meeting

The meeting was reconvened at 1:03.

EMA Director's Report

Director Allyson Hill spoke with the Commissioners concerning departmental matters.

The Commissioners authorized submission of a homeland security grant application to Maine Emergency Management with total funding request of \$91,307.

The Commissioners recognized Norway's Local Emergency Manager, Bonnie Seames, for her dedicated service to the community.

Personnel Matters

The Commissioners authorized amendment of eight job descriptions as listed:

Director of Emergency Management Agency
Deputy Director of Emergency Management Agency
Deputy Registrar of Deeds East
Deeds East Clerk
Director of Communications
Deputy Director of Communications
Shift Supervisor - Communications
Communications Officer

The Commissioners amended policy regarding dress code applicable to the position of Systems Administrator.

Systems Administrator's Report

Administrator Al Larrivee spoke with the Commissioners concerning departmental matters.

Executive Session to Discuss Labor Negotiations (Deputies – Teamsters)

The Commissioners, Administrator, Deputy Administrator, and labor consultant entered executive session to discuss contract negotiations with the deputies, represented by Teamsters.

They returned to open session, taking no action.

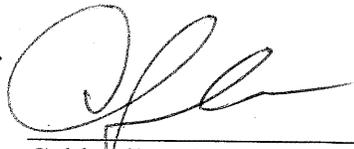
Items for Discussion and Action

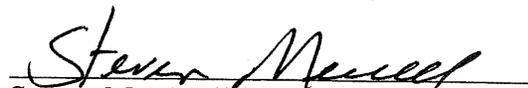
Items listed under this agenda heading were discussed at various times throughout the meeting.

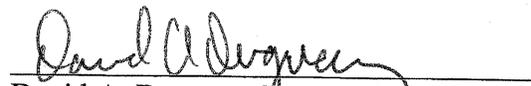
Unless noted here, no formal action occurred.

Adjournment

The Commissioners adjourned at 4:03 PM.


Caldwell Jackson, Chairman


Steven M. Merrill, Commissioner


David A. Duguay, Commissioner


Scott G. Cole, Administrator

Notes:

- 1) These minutes are intended to be a brief description of meeting actions and to provide, in a general sense only, an account of what was discussed.*
- ~~2) An audio recording was made and is available upon request.~~*
- 3) Unless otherwise noted, all votes taken by the Commissioners were unanimous.*