OXFORD COUNTY COMMISSIONERS
MEETING MINUTES

May 6, 2021

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 6, 2021 being a workshop, there were present:

Timothy Turner    Chairman
Steven Merrill     Commissioner
David Duguay      Commissioner

The Pledge of Allegiance was recited.

Agenda Adopted
The agenda was adopted with the removal of the introduction of Trinity and Keefe Commissary
spokespersons as they could not be present and needed to reschedule, and the removal of executive
session #3 which was no longer needed.

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

April 20 approved with amendments

Department Heads
The Departments Heads surprised the Commissioners on behalf of the staff with “Outstanding
Leadership” plaques in recognition of their diligence during the COVID-19 pandemic, which
allowed the departments to stay open and continue serving the public while keeping employees
safe. Interim County Administrator Donnie Durrah noted that because of the trust and flexibility
extended by the Commissioners during the pandemic, employee morale is booming.

Jail Updates
Sheriff Chris Wainwright and Jail Administrator Dana Dillingham updated the Commissioners on
the pool of applicants for the Assistant Jail Administrator position. The Commissioners then
entered an executive session (1 M.R.S.A. § 405-6 A) to discuss wages in reference to the matter. They
returned to open session and determined no action was needed at the time. This matter will be
revisited on May 18 during the hiring authorization.

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 A) to discuss staffing. No
action was needed upon returning to open session.

Treasurer’s Report
Treasurer Beth Calhoun distributed written financial reports.

The Commissioners approved a draft RFP for TAN bids. Treasurer Calhoun noted that she would
work with Attorney Pross of Skelton Taintor and Abbott during the process as usual.
Treasurer Calhoun also noted that she would be seeking approval to transfer funds from the casino funds at the May 18 meeting.

**Personnel Updates and Actions**
The Commissioners approved updates to the emergency personal policies in accordance with Maine CDC guidelines. It was noted that Executive Assistant Abby Shanor would first distribute to the Department Heads so that they are aware of the change before distributing to all employees the next day.

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

1. Reviewed a letter from Senator Lisa Keim encouraging the Commissioners to enact the Maine Food Sovereignty Act. Although the Commissioners were in favor of the request, they tabled the matter to May 18 so that the County’s attorney could review the request and advise the Commissioners which is standard practice.

2. **Noted** that a commercial realtor will be obtained to sell the Deeds West building in Fryeburg.

3. **Noted** that Interim County Administrator would authorize SRL Architects to move forward with their land study for construction of a Public Safety Building.

**Adjournment**
The Commissioners adjourned at 11:17 pm.

\[Signature\]
Timothy G. Turner, Chairman

\[Signature\]
Steven M. Merrill Commissioner

\[Signature\]
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.*