

OXFORD COUNTY COMMISSIONERS MEETING MINUTES

September 15, 2026

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 Tuesday, September 15, being a regular session, there were present:

Lisa Keim	Chair
Sawin Millett	Commissioner
Timothy Turner	Commissioner

The Pledge of Allegiance was recited.

Minutes for Approval

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

September 3 approved

Agenda Adopted

The agenda was adopted with the addition of accepting a resignation of a dispatcher.

Constitution Week Proclamation

Commissioner Keim read a proclamation prepared by Treasurer Beth Calhoun and other members of Daughters of the American Revolution (DAR) – a copy has been attached to these minutes.

Discuss Staffing in DA's Office

District Attorney Neil McLean spoke to the Commissioners regarding his request to create a shared Office Administrator between Oxford, Franklin, and Androscoggin counties to help unify processes across the district. Commissioner Keim expressed some concern about possibly needing these training and services up front but not needed long term and suggested trying the position for six months before committing to funding it long-term.

Public Comment

Hartford resident Joan Kelly referenced several matters in the Sheriff's Office including previous reports of damage to the Sheriff's county issued vehicle, high overtime and travel budget usage, the 2024 hearings requesting the Governor to remove the Sheriff from office, and personnel matters. Commissioner Turner responded briefly in reference to the alleged damage to the Sheriff's vehicle, noting that the County attempted to investigate but could not find an autobody shop that would participate in assessing such potential damage. Commissioner Keim thanked her for reminding the Commissioners of those issues and noted that she is also keeping track of some of those items.

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.

Commissioner Keim, County Administrator Loper, and Deputy County Administrator Shanor reminded the department heads that personnel documents need to be submitted to the Administration Office for proper personnel file keeping.

Sheriff's Report

Sheriff Chris Wainwright updated the Commissioners on departmental matters.

Commissioner Keim asked about the high usage of overtime and travel expenses in his department. The Sheriff noted that several deputies are out on medical and military leave so there isn't anything that can be done to reduce those hours at the moment, noting he can't have vacant patrol areas especially while experiencing an increase in calls for service.

Treasurer's Report

Treasurer Beth Calhoun and Finance Director Lindsay Kay updated the Commissioners on financial matters.

The Commissioners authorized the transfer of \$4.5 million plus an estimated interest amount of about \$35,000 to pay off the Tax Anticipation Note (TAN).

Personnel Updates and Actions

The Commissioners adopted a county-wide dress code policy update as amended.

The Commissioners accepted the resignation of full-time Dispatcher Luke Ranger effective August 30.

The Commissioners adopted the updated job descriptions for the positions of LEPC Coordinator and Office Assistant (formerly Finance and Planning Assistant) and Planner (formerly Grant Specialist) in EMA. They then authorized the posting of the Planner position which is currently vacant.

Items for Discussion and Action – Considered as Time Permits Throughout Meeting

1. Reviewed Administrator's work sheet.
2. The Commissioners authorized County Administrator Loper and UT/Airport Supervisor Carter to execute a two-year contract with Oxford County Energy for electricity.
3. The Commissioners considered the lease of land at the County Airport for the construction of aviation hangars once an appropriate lease is drawn. The authorization was tabled so that UT/Airport Supervisor Carter can compare the draft against similar leases.

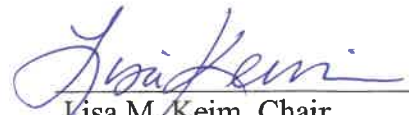
Executive Sessions

The Commissioners entered an executive session (1 M.R.S.A. § 405-6 D) with Major Dillingham and Finance Director Lindsay Kay to discuss recent negotiations with the Corrections Union. No action was needed upon returning to open session.

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

Adjournment

The Commissioners adjourned at 2:52pm.



Lisa M. Keim, Chair



H. Sawin Millett, Commissioner



Timothy G. Turner, 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.*