

**WALDO COUNTY COMMISSIONERS COURT SESSION  
FEBRUARY 11, 2014**

**PRESENT:** Commissioners William D. Shorey – Chairman, Amy R. Fowler and Betty I. Johnson. Also present was County Clerk Barbara L. Arseneau to take minutes.

**Call to Order:** Commissioner Shorey called the court session to order at 9:00 a.m.

There was brief discussion of the recent jail system Flanagan Report and various email messages back and forth between Somerset and Cumberland Counties. B. Johnson reported that several commissioners from other counties cornered her and complained about Waldo County's handling of inmate boarding, funds, etc., making accusations that were inaccurate. The Waldo County Commissioners stated that they understand that Two Bridges Jail is not being paid correctly by the BOC for housing Waldo County's inmates and that while the Waldo County Commissioners greatly sympathize with this situation, all they can do is submit the money to the BOC and the BOC is responsible to distribute it properly and in a timely manner.

**TREASURER'S REPORT:**

Present with the Commissioners was Treasurer David A. Parkman and Deputy Treasurer Karen Trussell.

**TAX ASSESSMENTS & MIL RATE FOR 2014:**

D. Parkman recommended that the 2014 Mil Rate be set at .001722765 (or \$1.72). While the rate is up small amount from 2013, there were fourteen (14) municipalities whose assessment actually went down from 2013.

**\*\*B. Johnson moved, A. Fowler seconded to approve both the Total Assessment and the County Assessment of taxes for 2014 and to set the Mil Rate at .001722765. Unanimous.**

The Commissioners signed the 2014 tax assessment. A. Fowler recommended sending to the towns along with the assessments a more detailed breakdown that the Deputy Treasurer had prepared, which shows the previous year's assessment and the current year assessment. W. Shorey recommended also speaking with a local journalist to explain how the tax assessments are arrived at so that the public will have a better understanding. D. Parkman agreed. He said he has offered to explain things to various municipal officers but none wish to take advantage of that.

**COUNTY REVENUE**

K. Trussell reported that Probate had an excellent month in terms of revenue, bringing in considerably more than usual.

**COUNTY APPROPRIATIONS**

D. Parkman said that the budget could be 8% expended at this point in the year. He noted that there were three (3) payrolls in January which makes the personnel lines closer to 11% expended, but this is not a problem. K. Trussell reported that the Cleaning Company contract was reviewed and she recommended changing some of the figures on the various building

cleaning lines in the Facilities budget so that some of the lines won't appear to be in the red when they really aren't. The Commissioners agreed.

#### CORRECTIONS APPROPRIATIONS

D. Parkman reported that payment had been made in full to the BOC. He noted that the overtime line is overdrawn and expressed concern over that.

(Commissioner Fowler had to leave due to an emergency.)

**\*\*B. Johnson moved, W. Shorey seconded to file the Treasurer's Report. Unanimous.**

#### WARRANTS:

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of the January 31, 2014 and January 16 and 30, 2014 Payrolls warrant in the amount of \$364,786.60. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of the January 31, 2014 Capital and Restricted Reserve warrant in the amount of \$16,067.21. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of the January 31, 2014 Reentry Accounts Payable and January 16 and 30, 2014 Payrolls warrant in the amount of \$137,575.91. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of the January 31, 2014 MCRRC Restricted Reserve warrant in the amount of \$433.30. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of the February 11, 2014 General Fund Accounts Payable Warrant in the amount of \$139,991.26. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of February 11, 2014 Capital, Active and Restricted Reserve warrant in the amount of \$2,546.08. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of February 11, 2014 Reentry Accounts Payable warrant in the amount of \$66,223.72. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of the December 13, 2013 General Fund Final, Final Accounts Payable warrant in the amount of \$12,500.00. Unanimous.**

#### SHERIFF'S REPORT:

Present with the Commissioners were Sheriff Scott Story and Chief Deputy Jeffrey Trafton.

#### NEW HIRE:

S. Story recommended hiring a part-time patrol deputy. The individual has graduated from Unity College and is highly recommended. S. Story recommended hiring him at the starting part-time rate (\$15.25 per hour).

S. Story spoke briefly about the vacant full-time Patrol Deputy position. He informed the Commissioners that he would like to hold off filling that position because he would like to wait until this gentleman has finished ranger school and because the individual has expressed the desire to work full time for the County of Waldo after he completes this training. The Commissioners agreed with this philosophy.

**\*\*B. Johnson moved, A. Fowler seconded to approve hiring Wiley McVety as part-time Patrol Deputy effective February 11, 2014 at the part-time rate of \$15.25. Unanimous.**

**PATROL VEHICLE BIDS:**

Present with the Commissioners were Sheriff Story and Chief Deputy Trafton. Bid proposals were received from the following four vendors:

1. Quirk: Dodge Charger - \$26,247.00 each (of three)  
Ram 1500 truck - \$24,351.00 each  
Trade-in on three Sheriff's vehicles: \$5,005.00 total
2. Bessey Motor Sales: Charger - \$23,969.00 each without options.  
Adding options, including items such as a spare tire = \$25,478.00.  
Ram Truck - \$25,006.00 each  
Total Trade-in - \$4,500.00
3. Newcastle: Charger - \$24,195.00 each  
Truck - \$24,175.00 each  
Trade-in - \$5,800.00
4. Central ME Chrysler: Charger - \$24,784.00 each  
Truck - \$24,732.00 each  
Total Trade-in - \$7,200.00

Sheriff Story noted that the trucks were less expensive than the cars.

**\*\*B. Johnson moved, W. Shorey seconded to award the bid to Newcastle in the amount of \$66,725.00 for three trucks. Unanimous.**

Sheriff Story said he would like to trade-out his personal vehicle one more time and will need a letter from the Commissioners stating that he uses this vehicle for his work at Sheriff in order to qualify for the service vehicle reduced rate when he purchases a new one.

**CORRESPONDENCE:**

Present with the Commissioners was County Clerk Barbara Arseneau, who reported the following:

1. B. Arseneau asked the Commissioners to resign an updated 2014 Part-time Pay Scale because an error had been found on the Patrol Deputy w/FTO Certification line, which was supposed to be \$18.97 per hour, and because the Victim/Witness Advocate line for current

employee with special circumstances was no longer needed. The Commissioners signed the updated 2014 Part-time Pay Scale with those changes.

2. An updated Emergency Management Agency Deputy Director job description has been submitted by EMA Director Dale Rowley for the Commissioners to review and sign. The Commissioners signed the updated job description.

3. On January 22, 2014 the Sheriff's Office sent a letter notifying the Commissioners that Patrol Deputy Christopher West resigned his full-time position effective January 5, 2014.  
**\*\*B. Johnson moved, W. Shorey seconded to accept the resignation of Patrol Deputy Christopher West, effective January 5, 2014. Unanimous.**

4. Deputy District Attorney Eric Walker submitted written recommendation dated February 5, 2014 to hire Eric Harvey temporarily effective February 10, 2014 to fill in for the recent vacancy in the Prosecutorial Assistant/Supervisor position until a full-time replacement can be found. E. Harvey can work about 12 hours per week and the temporary position would be considered "Paralegal" with an hourly wage of \$16.00 per hour. The anticipation is to hire a full-time person to fill the Prosecutorial Assistant/Supervisor position by the first week in April.  
**\*\*B. Johnson moved, W. Shorey seconded to hire Eric Harvey temporarily as a "Temporary Paralegal" for 12 hours per week effective February 10, 2014 at \$16.00 per hour until a full-time person can be hired to fill the full-time Prosecutorial Assistant/Supervisor position, likely in April. Unanimous.**

5. Mileage for 2013: There was brief discussion on how the mileage is disseminated, improvements that have been made in coding expenditures that are Jail-related to the Jail budget and how to try to minimize any unnecessary travel into the office, etc. including trying to use email and faxes to send and receive information to and from the office.

6. Communications Director Owen Smith has submitted his recommendation to hire Kathy Foley as new Dispatcher, who will fill the vacant second "floater" position once she completes training. The date of hire will be February 11, 2014 at \$15.85 per hour.  
**\*\*W. Shorey moved, B. Johnson seconded to hire Kathy Foley as Dispatcher effective February 11, 2014 at \$15.85 per hour.**

7. The Commissioners noted completion of the six month probationary period for Legal Secretary Megan Carter on January 15, 2014 with a pay increase to \$16.36 per hour.

8. The Commissioners voted as follows regarding renewal of a service agreement between ACS Enterprise Solutions and the County for services at the Registry of Deeds for five years. The contract had been signed by Commissioner Shorey with pre-approval of the County Commissioners on January 22, 2014 in order to meet the contract deadline.  
**\*\*B. Johnson moved, W. Shorey seconded to renew a five-year service agreement with ACS Enterprise Solutions for services at the Waldo County Registry of Deeds, as signed on January 22, 2014. Unanimous.**

9. The Coastal Counties Workforce Board will hold a Public Comment Period to consider written comments pertaining to the Local Plan developed for the six counties of Knox, Waldo, Lincoln, Sagadahoc, Cumberland and York. Written comments must be submitted and received by 3:00 p.m. on March 4, 2014 or postmarked by March 3, 2014.

10. Deputy County Clerk Linda Kinney, as the main receptionist for the Commissioners and Treasurer's Offices, receives a high volume of telephone calls and has requested permission to please obtain a wireless headset to be able to perform other functions of her job while answering the phone in an ergonomic manner. The Commissioners granted authorization for this purchase.

11. Deputy County Clerk Linda Kinney submitted a spreadsheet to the Commissioners detailing the mileage reimbursements for each Commissioner by District. There was a small overdraft in one district. The Commissioners discussed ways to be frugal with trips to the office by utilizing emails and telephone calls when possible in order to keep the mileage costs as low as possible.

12. National County Government Month: B. Arseneau informed the Commissioners that 2014's theme is "Ready and Resilient Counties: Prepare. Respond. Thrive". B. Arseneau also submitted a grade school activity workbook she found on the NACo website that had been prepared by a County in Kentucky and distributed to the local schools. The Commissioners thought this was an excellent idea and Commissioners Johnson will work with the Clerk to revamp the activity book for potential distribution in Waldo County grade schools. She would also like to continue preparing a presentation for the middle school level students.

13. In Maine Government News, Governor LePage announced Waldo County Deputy District Attorney Eric Walker has been nominated to serve as a District Court Judge. The Commissioners expressed their wish to congratulate E. Walker on this achievement.

14. EMA Director Dale Rowley is considering hosting a First Aid class, likely in March, and any who are interested should contact him with the days and times that they are available.

15. The Belfast Chamber is holding a "Belfast Chamber Business Breakfast" on February 20, 2014 from 7:30 to 9:00 a.m. Commissioner Johnson stated that she would like to attend.

#### **COUNTY COMMISSIONERS MISCELLANEOUS BUSINESS:**

1. W. Shorey asked to discuss the Undesignated Funds. He stated that the County needs to move some money from undesignated funds. The tower in Searsport needs to be taken down and a new one to be built in Stockton Springs.

**\*\*W. Shorey moved, B. Johnson to move \$50,000.00 from Undesignated Funds to the Communications Equipment Improvement reserve account for the Stockton Springs Tower project with the understanding that any leftover funds from that project could be moved later to another reserve account. Unanimous.**

2. W. Shorey explained that he believes the GIS mapping for the County of Waldo may not be able to be accomplished during 2014. EMA Director Dale Rowley has been following up on

this and he believes that Waldo County would need to wait until the next round. The Commissioners will continue to keep track of this.

3. W. Shorey reported that the County is still waiting to hear back about whether or not it needs to provide the Grant Match of \$40,000.00 as part of the 2014 Brownfields EPA Cleanup Grant application. If that becomes necessary, undesignated funds will need to be moved to the Grant Matching application to cover this.

4. The Commissioners instructed B. Arseneau to schedule a tax abatement appeal hearing for Edward Strout vs. Palermo on Monday February 24, 2014 at 9:30 a.m. The Commissioners will meet at 9:00 a.m. as a Special Court Session and once the tax abatement hearing is concluded, a Commissioners Workshop will follow. Commissioner Johnson felt that she would like Commissioner Fowler to report on the Jail System and legislation and discussions related to this during the workshop.

5. Commissioner Johnson related some research she has been doing with a company that sells IT information. She has informed the vendor that she cannot make decisions to purchase IT information without bringing it to the entire Board of Commissioners. She has printed off two articles that the company sent her and will share them with the other Commissioners later on.

6. Commissioner Johnson reported that she has been elected Secretary of the Coastal County Workforce. She will report additional information from this organization at a later date.

**MINUTES APPROVED:**

**\*\*B. Johnson moved, W. Shorey seconded to approve the minutes from the January 7 and January 14, 2014 Waldo County Commissioners Court Sessions. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded to adjourn the meeting at 10:49 a.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*  
Waldo County Clerk