

**WALDO COUNTY COMMISSIONERS COURT SESSION  
MAY 14, 2019**

**PRESENT:** Commissioners William D. Shorey, Amy R. Fowler, and Betty I. Johnson. Also present were Finance Director/Deputy Director Karen Trussell, Treasurer Peter Sheff, and County Clerk Barbara Arseneau to take minutes.

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

**FINANCIAL REPORT:**

Present with the Commissioners was Treasurer Peter Sheff and Deputy Treasurer Karen Trussell, who reported the following:

The County Checkbook balance is \$20,900.28.

The Corrections Checkbook balance is \$2,318.10.

**County Appropriations:**

35% of the 2019 budget has been expended and it should be 38% at this time.

**County Revenue:**

45.13% of the 2019 County revenue has been received.

**Corrections Appropriations:**

41% of 2019 budget has been expended and should be 38% expended.

**Corrections Revenue:**

1.69% of the 2019 Corrections revenue has been received.

**TAX ANTICIPATION NOTE:**

\$2,650,000.00 has been borrowed from the TAN; \$1,350,000.00 by the County and \$1,300,000.00 by Corrections. The remaining balance is \$2,650,000.00.

K. Trussell reported that the trial of the new credit card payment system at the District Attorney's Office went smoothly and they should now be ready to accept payment that way. K. Trussell should know today if the credit card system will work in the Finance Office.

**\*\*B. Johnson moved, A. Fowler seconded to file the Financial Report. Unanimous.**

**WARRANTS:**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the May 9, 2019 General Fund Accounts Payable warrant including the May 2, 2019 payroll in the amount of \$203,253.07. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the May 9, 2019 Capital, Active & Restricted Reserve warrant in the amount of \$60,396.77. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the May 9, 2019 Reentry Accounts Payable warrant including the May 2, 2019 payroll in the amount of \$101,876.77. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the May 9, 2019 MCRRC Restricted Reserve in the amount of \$4,593.58. Unanimous.**

### **FACILITIES REPORT:**

Facilities Manager K. Nealley reported the following.

1. Things are going along well upstairs. Rollins has done a good job putting the technology infrastructure in the new Probate space upstairs. He and Probate Register Sharon Peavey have been working together in figuring this out upstairs. B. Johnson asked if there would be any space left upstairs to rent. K. Nealley said that it appeared that Probate needed the space. Also, Lt. Curtis was invited to come up and look at things from a security standpoint. His recommendation was not to have other people renting and coming and going up there, especially in a situation where there generally isn't court security. K. Nealley thought that Probate would be moved up there the third week of June.

2. K. Nealley is still waiting for response from Eastern Maine Remediation regarding the moldy records project in the Old Jail. He has called to check, and they have been involved in another large project.

### **SHERIFF'S REPORT:**

Present with the Commissioners was Sheriff Jeffrey Trafton, who reported the following:

1. Sheriff Trafton reported that he is still waiting for the formal letter from an employee who submitted his resignation over the telephone. The employee has not been working, so the Sheriff needs to fill the vacancy.

2. Sheriff Trafton requested approval to hire Dale Cross as Civil Service Deputy effective May 20, 2019 at the rate of \$21.15 per hour.

**\*\*A. Fowler moved, B. Johnson seconded to hire Dale Cross as Civil Service Deputy effective May 20, 2019 at a rate of \$21.15 per hour. Unanimous.**

3. The Sheriff briefly spoke with the Commissioners a second time regarding whether or not there might be County office space available for Child Protective Services in the former Clerk of Courts space at the old Superior Courthouse building. B. Arseneau also reminded the Commissioners that the District Attorney's Office had requested additional space that would be available after the State relocated into the new courthouse. The letter from the District Attorney, then Jonathan Liberman, was dated November 20, 2017, and a notation at the bottom of it stated that the Commissioners had tabled a decision on December 7, 2017.

The Commissioners decided there would need to be more discussion at a later date when they knew better which office space would be available in both courthouses.

### **EXECUTIVE SESSION:**

**\*\*A. Fowler moved, B. Johnson seconded to go into executive session at 9:29 a.m. for discussion of duties as permitted by M.R.S.A. Title 1§405(6)(a). Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to come out of executive session at 9:37 a.m.** No action was taken.

### **NENA CONFERENCE UPDATE:**

Present were Communications Director Owen Smith and Dispatch Supervisor Linda Wry-Remillard.

1. L. Wry-Remillard was named as Supervisor of the Year at the National Emergency Number Association (NENA) Conference last week. The Commissioners congratulated her and had photos taken for an article in the local paper.
2. Dispatch Trainee Tyler Dean has resigned effective May 13, 2019. There was brief discussion of the process for training dispatchers, at what point they go to the Academy for Certifications, etc. Since it was during the probationary period, the Commissioners were not required to vote to accept.
3. L. Wry-Remillard and O. Smith stated that they were proud to report that Waldo County Regional Communications Center now is part of the Critical Incident Stress Management (CISM) program. L. Wry-Remillard has been trained to lead this at the communications Center. She submitted to the Commissioners written information about CISM & Peer Support for the 9-1-1 Community. They shared with the Commissioners draft pamphlets they are in the process of creating to make employees aware of this provision.

### **EXECUTIVE SESSION:**

**\*\*A. Fowler moved, B. Johnson seconded to go into executive session at 9:47 a.m. for discussion of duties as permitted by M.R.S.A. Title 1§405(6)(a). Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to come out of executive session at 10:25 a.m.** No action was taken.

### **CORRESPONDENCE:**

Present to report correspondence was County Clerk Barbara Arseneau as follows:

1. Deputy Cassandra McDonald has been selected to fill the temporary Corporal position at the Sheriff's Office effective May 12, 2019 until August 3, 2019, with a pay increase from \$22.47 to \$24.76 per hour.

**\*\*A. Fowler moved, B. Johnson seconded to approve Deputy Cassandra McDonald filling the temporary Corporal position at the Sheriff's Office effective May 12, 2019 until August 3, 2019, with a pay increase from \$22.47 per hour to \$24.76 per hour. Unanimous.**

2. The Commissioners noted pay step increases for the following employees:
  - Full time Corrections Officer Seth Curra completed 8 years of employment on May 8, 2019 with a pay increase to \$20.74 per hour.

- Dispatcher Misty Lewis celebrated 20 years of employment on May 1, 2019 with a pay increase from \$25.61 to \$26.33 per hour. She also received an increase in vacation hours from 200 to 240 hours per year. She serves as the chief Quality Assurance dispatcher and is one of only four dispatchers to have reached 20 years of service for either Waldo County or Belfast P.D.
- Dispatcher Ellie Adams completed 1 year of employment on May 6, 2019 and has successfully completed her probationary period. She received a pay increase from \$19.39 to \$20.06 per hour and an increase in vacation hours from 40 to 80 per year.
- Dispatcher Elena Donovan will complete 10 years as Dispatcher on May 17, 2019 and will receive an increase in vacation hours from 120 to 160 per year.

3. B. Arseneau reported to the Commissioners that she had followed up with Attorney Andrew Hamilton regarding the Congress Street Hill Property, LLC 2019 Annual Report and he has recommended moving forward with the Certificate of Excuse, which can be accomplished without having to submit the 2019 Annual Report, which will save the County funds. He also stated that since the County was changing its original intended use of the Old Jail from elderly and/or affordable housing to a records storage facility/archive, the County must apply for a Change of Use Permit and meet with the City of Belfast Planning Board for approval to make this change.

4. The National Association of Counties sent a memo detailing the criteria to vote at the Annual NACo Conference. The Commissioners completed the Credentials Voting Form so that A. Fowler could vote while attending that convention.

5. The United States Department of Commerce sent an invitation to participate in the 2020 Census New Construction Program. This census would provide an updated residential address list with living quarters for which construction is in progress during or after March 1, 2018, with completion expected by Census Day, April 1, 2020. After brief discussion, the Commissioners opted not to participate because it would be more efficient for this to be done on a town-by-town level rather than the County level.

#### **APPROVAL OF MINUTES:**

The minutes have not been transcribed from the last two court sessions, due to there being more court sessions than usual in a row.

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

1. B. Johnson reminded the Commissioners that the Belfast Creative Coalition and Restorative Art Works will be presenting “RAW 4 Change / Art in Action Project with live performances and presentations in public and private venues. Featured will be Vijay Gupta, Violinist and advocate for social justice 2018 recipient of the MacArthur “Genius” Grant.

2. B. Johnson requested a \$1,000.00 from the County toward a project related to the fight against opiate addiction.

**\*\*B. Johnson moved, A. Fowler seconded to approve donating \$1,000.00 toward a project related to the fight against opiate addiction. Unanimous.**

2. B. Johnson mentioned that one reason that the County signed on with AARP for Aging Well in Waldo County was because there were grant opportunities. This paved the way so that projects could be written up as grant requests for \$3,000.00 and it would likely be granted. B. Johnson offered to write the grant and noted that it can be “gifted” to an organization that could use it for a project the Commissioners felt was important. The Commissioners agreed just to consider this but felt more research needed to be done.

**\*\*W. Shorey moved, A. Fowler seconded moved to table further discussion until the June 1, 2019 session.**

3. The Commissioners decided to hold a brief Executive Session for a short personnel discussion regarding duties between themselves as permitted by M.R.S.A. Title 1§405(6)(a).

**\*\*A. Fowler moved, B. Johnson seconded to go into executive session at 11:08 a.m. Unanimous.**

**\*\*A. Fowler moved, B. Johnson seconded to come out of executive session at 11:08 a.m. Unanimous.** No action taken.

**\*\* B. Johnson moved, A. Fowler seconded to adjourn the court session at 11:09 a.m. Unanimous.**

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