

**WALDO COUNTY COMMISSIONERS COURT SESSION
MAY 19, 2022**

PRESENT: Commissioners Amy R. Fowler (Chairman), William D. Shorey, and Betty I. Johnson (via teleconference). Also present was Freedom Selectperson Elaine Higgins. County Clerk Barbara Arseneau took minutes.

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

FINANCIAL REPORT:

Finance Director, who was on vacation, and reported the following:

The County Checkbook balance is \$73,728.16, and the Jail Checkbook balance is \$70,615.05.

TAX ANTICIPATION NOTE:

The total T.A.N. is \$500,000.00. \$2,445,000.00 has been borrowed; \$1,300,000.00 by the County and \$1,145,000.00 by Corrections.

County Appropriations/Revenue:

35% of the County 2022 budget has been expended and it could be 38%. 52.53% of the County revenue has been received at this time.

Corrections Appropriations/Revenue:

34% of Corrections 2022 budget has been expended and could be 38%. 1.69% of the Corrections revenue has been received at this time.

****W. Shorey moved, B. Johnson seconded to file the Financial Report. Unanimous.**

Internal Control Update

K. Trussell reported that she has updated the Internal Control Policy and presented it to the County Commissioners for approval.

****W. Shorey moved, B. Johnson seconded to approve the Internal Control Policy updated from the 2018 version. Unanimous.**

K. Trussell has reached out to Camden National regarding purchasing a check scanner, and since the County is a government entity, the \$55.00 per month fee is waived. The scanner will cost from \$500.00 to \$700.00, and she requested that she be allowed to purchase this via the Technology Reserve and if she has enough money left in the 2022 budget to reimburse it. If not, she would budget that amount in the 2023 budget.

****W. Shorey moved, B. Johnson seconded to fund the Finance check scanner from Technology Account 0265, to be refunded later. Unanimous.**

WARRANTS

****B. Johnson moved, W. Shorey seconded to authorize payment of the May 12, 2022 General Fund Accounts Payable and Reserve warrant, and May 12, 2022 payroll in the amount of \$264,796.39. Unanimous.**

****W. Shorey moved, B. Johnson seconded to authorize payment of the May 12, 2022 MCRRC (Corrections) Accounts Payable and Reserve warrant, and May 12, 2022 payroll in the amount of \$128,219.41. Unanimous.**

B. Johnson gave approval to use her signature stamp on the Warrants and on the Internal Control Policy.

SHERIFF'S REPORT, NEW HIRE, & HEALTHY ACADIA CONTRACT

Present was Chief Deputy Jason Trundy.

1. Deputy New Hire: He submitted Louis (Lewey) Dyer for hire as full-time Deputy Sheriff at the 5-year Certified pay rate for his experience, and with 120 hours, or 3-weeks' vacation leave, and he is eligible for the \$15,000.00 bonus. This will make the Sheriff's Patrol fully staffed.

****W. Shorey moved, B. Johnson seconded to hire Lewey Dyer as full-time Deputy Sheriff at the 5-year Certified pay rate. Unanimous.**

2. During the last court session, they discussed applying for the COPS grant, Commissioners agreed that they could seek out someone to assist with grant writing. It had been emailed to Commissioners yesterday and the Sheriff would like to sign an agreement with grant writer Laura Burden. The Commissioners reviewed the agreement. The grant writer is willing to take on a more permanent role with the County, as needed.

****W. Shorey moved, A. Fowler seconded to approve hiring Laura Burden as grant writer for the COPS grant. (Passed by 2, as B. Johnson was absent at that moment.)**

****W. Shorey moved, A. Fowler seconded to use the Sheriff's Reserve 0262 to fund the grant writer. Unanimous.**

3. Healthy Acadia Contract: J. Trundy explained that about 3 years ago the Sheriff's Office and Volunteers of America entered into a partnership with Healthy Acadia, when that organization expanded their coverage area to include Waldo County in with Hancock, Penobscot, and Washington Counties. The cost was about \$10,000.00 per year for a 40-hour-per-week full time recovery coach. They have a very significant grant and a portion of that covers recovery coaching. He asked if the Commissioners would be interested in renewing this agreement again. J. Trundy explained that when someone is trying to enter or is already in recovery, they face a lot of social barriers to continue in recovery, including housing and many other challenges. Most of the recovery coaches have gone through the journey themselves or have been closely affected by it. This position supports and assists those going through recovery. There was brief discussion about fringe benefits, and J. Trundy said they have never had to include in the budget. It is covered through the grant process by Healthy Acadia, as they are employed through them.

****W. Shorey moved, A. Fowler seconded to continue with the \$10,000.00 grant match with Healthy Acadia for a recovery coach. Passed by 2, as B. Johnson was not present at that time.**

A. Fowler spoke with J. Trundy briefly about a complaint she received from a citizen about an excessive amount of trash and debris blowing around from a dilapidated dwelling. It has caused issues with neighbors and even with traffic, as large Styrofoam items are blowing around. The person contacted an attorney in Belfast, who suggested that perhaps the Commissioners send a letter to the town suggesting that they town pay to have someone clean it up and apply the cost toward property taxes. She wondered if the Community Liaison might be able to assist. J. Trundy said he could try sending one but noted that that the homeowner has to be willing to cooperate or it can't be done. He recommended an organization called "From Above" who do a tremendous amount of cleanup for people who are struggling with addiction recovery, seniors, handicapped individuals, hoarders, etc. and this organization often can make agreements with local trash removal companies to assist. This group is willing to do this at no charge to the homeowner. He said he knew a few of the volunteers and would reach out to them. He noted that they are not often recognized for the work they do, but they do a wonderful job assisting.

HUMAN RESOURCES REPORT

Present was H.R. Director KelLee Gray to report the following:

1. She notified the Commissioners of employment ending effective April 27, 2022 for Custodian Thomas Moore, II. The Commissioners noted this.
2. She asked if the Commissioners were aware of end of employment that employment ended effective April 26, 2022 for Probate Administrative Assistant or Kristen Grover. The Commissioners said this had already been brought before them.

FUEL DISCUSSION:

Present was Facilities Manager Keith Nealley. Have shifted from fuel oil to propane. Now it's 15,000 of propane and about 5,000 gallons of for fuel oil. If the County locked in now, it would be \$1.99.9 for propane. Currently \$1.71. He noted that the state average is \$3.53.

****W. Shorey moved, B. Johnson seconded to lock in with Maritime Energy for propane at \$1.99.9 per gallon propane. Unanimous.**

K. Nealley stated that the former Superior Courthouse still burns about 5000 gallons of fuel oil per year. The current price for fuel oil is \$2.35. He contacted the company and asked that it be topped off now. The tank in that building is 4000 gallons, and he believed that with cautious use, they might get through the winter into spring before having to add more fuel. The Commissioners noted that Maritime Energy has been very good to work with. W. Shorey cautioned K. Nealley not to let the tank get too low because there could be a problem with sludge. K. Nealley said he had projected it might be \$50,000.00 to heat all the buildings this year, but now he thinks it will be more like \$30,000.00 or so. The Commissioners commended K. Nealley for his planning in connection with changing to propane in the buildings, and for his good work.

3. The steps to the back parking lot of the Commissioners and Probate Courthouse have been removed. It took two Saturdays with Detention Manager Robert Walker and some of the reentry residents jackhammering to remove the steps.

4. Commissioner Shorey said K. Nealley was helpful in connecting him with a person who could sell him a generator.

INFORMATION TECHNOLOGY REPORT

Present was J-sun Bailey who reported the following:

1. He has been working on server upgrades, the software of which was purchased from GreenPages, and upgrading to the new version of Windows.
 2. Yesterday he had a training class that was left over from Motorola conference yesterday, which was useful.
 3. He has contacted Northern Data Systems about the possibility of virtualizing that server that's in the office, so that can be cleared out of the office.
 4. He has been setting up new employees, including a new corrections employee and new deputy sheriffs, and had also been cleaning out data, logins, etc. for former employees.
 5. He has started deploying body cameras out to the Sergeants and Corporals first. They will run them for a week or two, and if it goes smoothly, they'll continue to deploy to the other officers.
 - 6.. The interview room system came in for the camera. He still hasn't heard back about the discount or credit for J. Bailey's work and the issues with the vehicle cameras. The account rep spoke with him yesterday about possibly doing away with the install cost to compensate for the vehicle camera installation issues. This would be roughly \$3,000.00, but he has asked for that in writing so he can bring it before the Commissioners. There was brief discussion about the remaining vehicle camera installation process.
 7. He has been troubleshooting some network issues for the DA's Office.
 8. He's been setting the new corrections employee and new deputies.
 9. A new intox machine will be coming in to the intox room at the Correctional Center. There has been some discussion about putting a computer there so that forms can be typed rather than handwritten, which will be faster and easier to read later. He has a computer available that can be installed and once the staff has determined where the computer will go, he'll install it.
 10. He is working on a teletype issue at the Communications Center, so he is working with the state to troubleshoot that together.
- A. Fowler asked what GreenPages is used for, J. Bailey said that a middle company is required for purchasing software licenses. They also set up the new virtual servers a few years because that was a lengthy process.

CORRESPONDENCE

County Clerk Barbara Arseneau reported that all correspondence had been sent to the Commissioners.

1. She noted that the Commissioners have likely read the email from GIS Planner Rob Hoey regarding the water boundary map that LUPC may be proposing to the legislature, submitted printouts for them, and put Commissioner Fowler's copies in her mailbox at the office.
2. Maine Department of Transportation has sent a large "Notice of Layout and Taking" of certain parcels in Stockton Springs. She has spread it all out on the table in the office if they wish to look at it.

APPROVAL OF MINUTES

B. Arseneau had submitted draft minutes from the following court sessions: May 5, 2022, and May 16, 2022.

****W. Shorey moved, B. Johnson seconded to approve the Commissioners Court Session minutes from May 5, 2022 and May 16, 2022. Unanimous.**

PUBLIC COMMENT:

1. **Mathew Eddy, Midcoast Council of Government:** M. Eddy introduced himself as the new Executive Director of the Midcoast Council of Government (MCOG); formerly known as Mid Coast Economic Development District (MCEDD) which is no longer in existence and has been reorganized as Council of Governments. MCOG will likely be taking on more of Waldo County's communities, as the State, through the Municipal Planning Assistance Program, will be dividing portions of Waldo County based on the old Rockland planning. MCOG is a service organization focused on planning and regional planning and provides municipal technical assistance through the Coastal Zone Program and the Maine Municipal Planning Assistance Program and match their dues funds to increase the services that they provide for all their communities. A. Fowler asked with communities were served and M. Eddy reported Belmont, Lincolnville, Northport, and Searsmont, and Islesboro is considering joining because of some work in coastal resiliency planning. MCOG provides grant writing assistance for CDBT programs, EDA, Northern Border, earmarking for communities and county members – Sagadahoc and Knox, and Lincoln County is becoming a member. They provide a number of planning services, tax increment financing, housing assistance and development programs, and land use ordinances associated with that. He mentioned LD 2003, which is a major change in rural community land use, transportation planning, sustainability and resiliency through the office of Innovation. The communities participate in joint purchasing with GPCOG (Greater Portland) and provide all levels of land use planning. They are embarking on a strategic planning process for their region to break it up to 4 sub-regions, Brunswick/Sagadahoc area, Lincoln County area, Rockport area, and the Rural Communities north of Route 1. It will start this summer but really get underway in the fall. Intend to start the process this summer but will really get going in the fall when everyone is back from summer vacations. He will get the list of additional communities that they will be serving and send it to the Commissioners. A. Fowler asked who contributes and was told Knox and Sagadahoc do for all their communities. Lincoln does not, but since some of the towns will be included, they will be holding a vote later. Waldo has in past years. Brunswick/Harpswell that are on the southern border, Harpswell and Brunswick and It is generally paid by the counties at \$1.25 per capita. He said they are developing a cooperative agreement with Kennebec County to share some services and cross train for communities that they share borders. Sharing staff with different strengths helps to avoid duplication and maximize services for the best cost. The Commissioners asked if he could leave some information, and he said he would send some material.

2. **Freedom Selectperson Elaine Higgins:** E. Higgins reported that the Southwestern Waldo County Broadband Coalition voted this week to set up their own broadband utility district and are putting the paperwork together for an interlocal agreement between the five towns. They have added an excellent grant writer to the staff. The Commissioners said this was good news.

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. W. Shorey said that the County was extremely lucky to have Facilities Manager Keith Nealley and his knowledge about fuel and where it can be purchased. He commended K. Nealley for having the foresight to change over the fuel oil tanks in the buildings to propane eight months ago, noting that this was a very wise decision, and that this decision has held the fuel budget to about what it was last year.

2. B. Johnson asked if the Commissioners could hold their court sessions starting at 1:00 p.m. in the afternoon rather than at 9:00 a.m. because mornings are very difficult and if they were held in the afternoon, she could attend in person. She could also attend later in the afternoon. Commissioner Fowler said that would not work for her, and Commissioner Shorey said that he could not do that either.

EXECUTIVE SESSION

****W. Shorey moved, B. Johnson seconded to go into executive session at 10:07 a.m. for discussion of compensation as permitted by MRSA Title 1§405(6)(A). Unanimous.**

****B. Johnson moved, W. Shorey seconded to come out of executive session at 11:55 a.m. Unanimous.**

****W. Shorey moved, B. Johnson seconded that J-sun Bailey has been employed two years, has been doing an excellent job, and his position title will change from Information Technology Manager to Information Technology Director. Unanimous.**

****B. Johnson moved, W. Shorey seconded to adjourn at 11:56 a.m. Unanimous.**

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