

**WALDO COUNTY COMMISSIONERS COURT SESSION**  
**12/7/23**

**PRESENT:** Commissioners William D. Shorey, Amy R. Fowler, and Betty I. Johnson. Also present was Susan Prisco, Office Assistant to take notes.

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

**FINANCIAL REPORT:**

Present with the Commissioners was Finance Director Kari Hunt who reported the following:

Finance Director Hunt reported that all towns have paid their County Taxes. The TAN is paid off as of 11/28/23. The County has borrowed \$5.5 mil and used \$4.8 mil. County did not borrow \$691,246.87. The total interest accrued is \$123,324.32. The County is currently with First National Bank. We are covered under the FDIC up to \$250,000.00. It is recommended that all funds over that to be held First National Bank Securities and transition to an ICS (Insured Cash Sweep). One account will hold x-amount of money in a checking account; the rest of the funds will be held in a separate account which provides better protection. At the end of each day any overage will go into the Insured account. There is a form that needs to be signed for First National Bank and Finance Director Hunt requested a motion to put the funds into a sweep account.

**A.Fowler motioned; B. Johnson seconded to put funds into the sweep account. Unanimous.**

Regarding the TAN bids:

Key Bank did not bid; they would like an account relationship.

Bangor Savings Bank submitted no bid because the County does not have current financial statements. Paul Doody of Camden National Bank was present. \$6 mil TAN @ 6.06% offered by Camden National Bank with a second option of deposit rate 5.05% for deposits of \$1 million. Not contingent on TAN offers. Interest amount on TAN is \$363,600.00. P. Doody is open to discuss in further detail. First National Bank will check to see if anything can be done if rates drop. Current rate is 5.18%. If note was to be fully extended, interest amount would be \$308,245.00 full term based on 6 mil.

**A.Fowler moved; B.Johnson seconded to table bids to review. Unanimous.**

K.Hunt discussed closing USB account per Malcolm Ulmer. Malcolm has reviewed this account and is comfortable with closing it; transferring funds (\$157,000.00) to the First National Bank.

**B. Johnson moved; A. Fowler seconded a motion to close the USB account and transfer funds to First National Bank health account. Unanimous.**

Some of the County's accounts are still at Camden National Bank. The District Attorney's restitution account needs to be transferred to First National Bank. This account has a balance of \$12,665.46. The DA's Office has been using First National to write their checks. The paymode payments have been deposited into Camden National Bank. This was recently changed so those payments will go to First National Bank. Finance Director Hunt indicated she would like to close the Camden National Bank account and place the funds into First National Bank. There is \$43,000.00 in the County General Fund in Camden National Bank. The jail general fund is also @ Camden National Bank.

**County Clerk Reported:**

County Clerk Barbara Arseneau reported that the County has a Municipal Now Account on the Congress Street Property with a balance of \$2,953.00 in Camden National Bank. These are leftover funds from the Brownfield Grant. The County filed for a 5-year exemption and this year will be the last. The County will need legal help to close the Congress Street Property and condo.

**A.Fowler moved; B. Johnson seconded a motion to dissolve the Congress Street LLC Property. Unanimous.**

Commissioner Fowler advised K. Hunt to put the money in the General Fund account at First National Bank; any leftover funds could go to legal expenses. Also, A. Fowler recommended that all remaining Camden accounts be closed, and the funds be put into corresponding accounts at First National Bank. The exception would be the Brownfield Grant funded going into the County General Fund.

Commissioner Shorey requested an Executive Session.

**A.Fowler moved; B.Johnson Seconded motion to go into executive session for discussion of non-public information MSRA Title 1 §405 (6)(F) at 9:19 a.m. Unanimous.**

**A.Fowler moved; B. Johnson seconded motion to come out of executive session at 9:25 a.m. Unanimous.**

Action taken was to direct Kari Hunt to close remaining accounts at Camden National Bank.

**A.Fowler moved; B. Johnson seconded motion to close all remaining accounts at Camden National Bank. Unanimous.**

Regarding a health bill for inmate in a 72 hour hold that had to go to the emergency room; \$10,718.90 is the amount of the bill calculated at the state rate. Finance Director thinks this amount should be coming from Acct. 0246 Inmate Reserve.

**A.Fowler moved; B. Johnson seconded a motion to pay the \$10,718.90 medical bill from Acct.#0246. Unanimous.**

County A/P	\$226,537.29	Payroll	\$210,990.75	Total:	\$437,538.04
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Jail A/P	\$ 66,237.14	Payroll	\$ 54,994.26	Total:	\$121,231.40
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**WARRANTS:**

**\*\* B.Johnson moved, A.Fowler seconded to authorize payment of the December 7, 2023 General Fund Accounts Payable warrant including the December 7, 2023 payroll of \$210,990.75 and the accounts payable in the amount of \$ 226,537.29 for a total of \$437,528.04. Unanimous.**

**\*\* B.Johnson moved, A. Fowler seconded to authorize payment of the December 7, 2023 Reentry Accounts Payable warrant including the December 7, 2023 payroll of \$54,994.26 and the accounts payable in the amount of \$66,237.14 for a total of \$ 121,231.40. Unanimous.**

**\*\* B.Johnson moved, W. Shorey seconded to accept and file the Finance Report. Unanimous.**

Director Hunt presented a report for **Facilities Manager Christopher Bryant** who was not present. He is in training for two days. C. Bryant requested that K. Hunt present a bill that he received for the duct cleaning at the Jail. That bill came in at \$8,500.00 and C. Bryant would like to know where those funds are coming from...Kari will get year-to-date on Facilities. The duct cleaning job at the jail is completed.

**A.Fowler moved, B. Johnson seconded that the County HVAC bill be paid out of the Jail #0248 account. Unanimous.**

#### **HUMAN RESOURCES REPORT:**

HR Director Annette McLaggan presented her report. Communications Center, Dispatcher Devin Fairbrother has completed his required training and now moves to Dispatcher Class II. The hourly rate of pay changes from \$19.08 to \$20.43, effective Nov. 6, 2023. Communications Center, Dispatcher Daphne Manuel has completed her training and is now eligible for her second installment of the sign-on bonus of \$4,000.00. No change in her rate of pay; rate will remain at \$20.43.

From the Sheriff's Office, Detective Loper and Detective Libby have completed their modified training programs. The detectives are both now eligible to receive the first installment of their sign on bonus of \$1,000.00. A. Fowler; so noted.

#### **EMA REPORT:**

Director Dale Rowley reported that they have been working for several months on a Waldo County School Safety 2023 Mutual Aid Agreement. County wide schools and fire departments are involved in this task force. The Sheriff's Office is looking to become part of this agreement too. D. Rowley presented a legal preparation of the agreement for the Commissioners signatures. This agreement will help the various departments work with each other as they are unprepared for national disaster. Whether it is a school or a fire department, nobody is staffed for a disaster. There have been monthly meetings going on for the past year which have been very well attended. Other towns/schools will become involved in the future. The group is called the Waldo County School Safety Task Force. This agreement has been reviewed by the law firm that all the school districts use.

**A.Fowler moved, B.Johnson seconded motion for Commissioners to sign and approve the Waldo County School Safety 2023 Mutual Aid Agreement. Unanimous.**

Director Rowley next discussed both the Registry of Deeds project and District Attorney's project. He is hoping next week to have the final figures from RH Lambeth and cost of proposal to do the work. The company has been finishing up work elsewhere. W.Shorey inquired if the work had been started at the Superior Court Building and was told it has not begun. Director Rowley stated it will take a couple of days to do the demo. D.Rowley is looking for the end of January, 2024 for the Deeds to make the move into new quarters. As to work on the District Attorney's project, Dale estimates it could take until the end of March or April. March 31, 2024 was the date the City of Belfast wanted. It will depend on when the work is started; hopefully the 1<sup>st</sup> of January, 2024.

The exterior door for Deeds is not done and is in really bad shape. It is a special order and Dale is waiting for Viking to get an estimate to him. It will not be done until Spring.

D.Rowley reviewed the expenditures to-date on Deeds. Budget for Deeds was \$150,000.00; budget for DA was \$250,000.00. Sheriff's Office Solar was \$180,000.00. There is a contingency of \$145,000.00. Because the Deeds and DA went over, Rowley split the contingency between the two projects. \$130,000.00 more might be needed. D.Rowley requested permission to move \$130,000.00 from the Architect Engineering line.

**W.Shorey moved, A. Fowler seconded that \$130,000.00 be taken from the Architect line. Unanimous.**

The District Attorney's Office project will not have a lot of invoices. The County will probably be charged once a month by RH Lambeth. There will also be telephone and internet which is separate. Ray Monreal will be completing that work at the DA's. Monreal has done the rough wiring in the Deeds project. For Deeds, \$53,000.00 has been spent and there is work yet to be done. A. Fowler inquired about the Fox and Ginn amount for \$8,900.00 whether it was a quote or final amount. D. Rowley indicated that amount was just the move for Deeds from old to new offices. Actual quote is \$8,605300. The proposal from W.B. Mason (\$29,000.00) is for furniture, installing and putting it all together.

Guard rails will be installed at the EMA Building as someone almost hit the well. The parking lot will get another coat of blacktop. There are still plans that a small building will be built out back. Gutters have been put on back of storage building. John Butler has taken an ariel of the EMA project.

#### **TAX ABATEMENT REQUEST:**

(The Commissioners held Tax Abatement Appeal Hearing Petition #381 R. Martin vs. Frankfort. See separate minutes.)

#### **CORRESPONDENCE:**

1. County Clerk Barbara Arseneau asked the Commissioners if they want to close out the Congress Street Property, LLC and if she should contact the attorney's office to start this process. This is the last year of the 5-year exemption from having to submit an Annual Report for the LLC, which had to be done by the attorney each year, so the Commissioners should consider closing down the LLC this year. The Commissioners said they thought that this had been decided and resolved in a previous court session. B. Arseneau explained that the previous discussion was about no longer staying enrolled with the SAM (System of Automated Payment) account for the LLC. She is inquiring about doing away with the Congress Street Hill Property Condominium designations for the Old and the Former Sheriff's House. The house and barn had been sold a few years ago. It is probably time to dissolve this, but it will involve working with the attorney from Eaton Peabody because they set it up. The Commissioners authorized getting in touch with the Attorney to get this process started. Registry of Deeds Stacy Grant has requested by letter that their office be closed on 12/19/23 for lunch from 11:30 a.m.- 1:00 p.m. B. Arseneau also expects Probate to make the same request. Commissioners approved the request and B. Arseneau will let the departments know.

B. Arseneau received a freedom of access request for 6/1-12/1/23 from a newspaper. They want to know how many requests and replies were received; and copies of same. Regarding Saturday's budget reviews, B. Arseneau requested that the Commissioners let her know if they need anything for the hearing.

W. Shorey wants to discuss TAN note further.

**EXECUTIVE SESSION;**

**A.Fowler moved, B.Johnson seconded to go into Executive Session for Discussion of Non-Public Information MSRA Title 1 §405 (6)(F) at 10:51 a.m. Unanimous.**

**Out of Executive session at 11:00 a.m. Unanimous.**

**Action: A.Fowler moved, B.Johnson seconded to go with the bid from First National Bank for the TAN account.**

Finance Director Kari Hunt will contact Dan Pittman about the TAN bid going to First National Bank.

**EXECUTIVE SESSION:**

**A.Fowler moved, B.Johnson seconded to go into Executive Session for Discussion of Non-Public Information MSRA Title 1 §405 (6)(F) at 11:30 a.m.. Unanimous.**

**Out of Executive Session at 12:00 p.m. Unanimous.**

No action taken.

**EXECUTIVE SESSION:**

**B.Johnson moved, A. Fowler seconded to go into Executive Session for Discussion of Personnel Matter MSRA Title 1 §405 (6)(A) at 12:00 p.m. Unanimous.**

**Out of Executive Session at 12:20 p.m. Unanimous.**

No action taken.

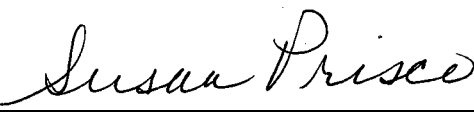
**EXECUTIVE SESSION:**

**A.Fowler moved, B.Johnson seconded to go into Executive Session for Discussion of Non-Public Information MSRA Title 1 §405 (6)(F) at 12:20 p.m. Unanimous.**

**Out of Executive Session at 12:30 p.m. Unanimous.**

No action taken.

**B.Johnson moved, A.Fowler seconded motion to adjourn meeting at 12:30 p.m.. Unanimous**

Respectfully submitted by  Office Assistant  
Susan Prisco

**FOR MORE DETAILS, PLEASE VIEW THE VIDEO.**

