

**Approval of Minutes -**

Commissioner Sanborn made a motion to approve the April 24<sup>th</sup>, 2018 minutes. Commissioner Davis seconded the motion. Vote to approve passed 3-0.

**Wellness Center Shower Update –**

- Dick Hansen of Hansen Financial Services provided updated information on the Wellness Center Shower discussion. The County had received only one bid for a little over \$30 K for the work. Cigna Insurance had agreed to fund \$20 K toward the project. Dick has approached Cigna for additional funding. Mark Gagne, Senior Account Manager of Cigna, says that adding additional \$ 5 k from the Wellness Center dollars for the showers is still in the underwriting phase. Dick is hoping that by next week he will be able to report that they will fund \$ 25 K towards for the shower project.

**UT Update –**

- George Buswell informed the Commissioners that he is working on estimating this year's summer work projects.
- Barbara Veilleux informed the Commissioners that the illegal junkyard in Prentiss is still a mess even after the summons. There are other junkyard properties that are being looked at in Prentiss Township.
- Barbara informed Neil Bonneville that his request to move the trash collection day for Argyle and Greenfield from Friday to Tuesday was approved beginning July 1<sup>st</sup>.
- Barbara received the letter from PERC that states the new tipping fee is \$75.00, which is less than our contracted price.

**Finance Update –**

- Finance Director Judy Alexander presented two letters from Chester Kearney for the County and Jail auditing representation for signature. Signed.
- Judy indicated she and LT Keith Hotaling from the Sheriff's Office are working on transportation costs and personnel numbers for the architects and jail building committee.
- Judy reports that our TAN cash is down to \$2.4 M.
- Judy presented the Commissioners with April's financial report. Every department is in line with revenue and expenditures.

**Finance Update Continued:**

- Judy attended a finance and executive meeting last week with NWDB. If the Governor refuses the PY18 funding for the workforce boards, NWDB has enough funds to operate until March of 2019. There was some discussion at the meeting regarding possible unemployment payments and who would be responsible if that were to happen. Judy will be speaking with their finance person to see what options there are for paying unemployment.
- Judy requested that due to current cash flow crunch she would like the Sheriff to hold off taking delivery of the new cruisers until funding is more stable. The Commissioners asked that Mr. Collins relay that message to the Sheriff.
- There is a genuine concern on cash flow. At present there are no funds allocated in the FY19 State budget for jail funding nor supplemental monies. This has placed us in an extremely unsettled financial position compared to past years.
- Bill interjected that he had a conference call Friday with MCCA Executive Director Charlie Pray and Mary Anne LaMarre Executive Director of Maine Sheriff's Association. Mary Anne stated that she sent a letter to the County Sheriff's asking what would happen to their Jails if they did not receive supplemental funding; what would happen if they did not receive FY 18/19 funding. She has not received a response yet from all to that question. She will attend Wednesday's MCCA meeting in Augusta.

**HR Update –**

- Joanne McIntyre reported that she has completed the rough draft for an employee handbook. She and Bill will be getting together for edits, then adding supplements.
- Joanne states she has met with the jail supervisors one on one and feels as though she is making headway.
- Joanne met with Vanessa Holmes who will be passing on to Joanne the duties of FMLA, Workmen's Compensation and Medical leaves.
- Joanne finds that there are a lot of training opportunities over at the jail. Joanne will partner with Sgt. Goodspeed, training sergeant at the Sheriff's Office, on OSHA issues.
- Karon Noyes from VOYA will be at the County this Thursday, May 10<sup>th</sup>.
- Joanne will be meeting with Ben from Maine Municipal Association this week. Joanne feels strongly that Worker's comp is an area she can make a difference. Joanne would like Ben to inform her what exactly Maine Municipal is providing to the County for services. Joanne is finding that it has been a struggle getting a case manager for some ongoing cases.
- Joanne has requested the Commissioners approval to join HR Association for County Municipalities for \$25 a year. Approved.

**Bid opening for the Millinocket Lake Road plowing contract –**

- Commissioner Baldacci opened up the bids for the Unorganized Territory request for the Millinocket Lake Road plowing contract. The following three vendors submitted their bids by the May 7<sup>th</sup> deadline.

|                                | <b>Adam Qualey, Inc</b> | <b>Jeff Pelletier</b>      | <b>Emery Lee &amp; Sons</b> |
|--------------------------------|-------------------------|----------------------------|-----------------------------|
| <b>Plowing – Year 1</b>        | \$5000.00               | \$5,350.00                 | \$5,250.00                  |
| <b>Plowing – Year 2</b>        | \$5000.00               | \$5,510.50                 | \$5,500.00                  |
| <b>Plowing – Year 3</b>        | \$5000.00               | \$5,675.81                 | \$5,750.00                  |
| <b>Total Plowing 1-3</b>       | \$15,000.00             | \$16,536.31                | \$16,500.00                 |
| <b>Sand - 750 yds</b>          | \$22,500.00             | \$24,660.00                | \$30,352.50                 |
|                                | <b>3 yrs. \$10 avg.</b> | <b>3 yrs. \$10.96 avg.</b> | <b>3 yrs. \$13.49 avg.</b>  |
| <b>TOTAL</b>                   | <b>\$37,500.00</b>      | <b>\$41,196.31</b>         | <b>\$46,852.50</b>          |
| <b>Plowing – Year 4</b>        | No Bid                  | \$5,732.56                 | \$6,000.00                  |
| <b>Plowing – Year 5</b>        | No Bid                  | \$5,847.21                 | \$6,250.00                  |
| <b>Total Plowing Years 1-5</b> | <b>No Total</b>         | <b>\$28,116.08</b>         | <b>\$28,750.00</b>          |
| <b>Sand – Year 1</b>           | \$9.75                  | \$10.75                    | \$12.99                     |
| <b>Sand - Year 2</b>           | \$10.00                 | \$10.96                    | \$13.50                     |
| <b>Sand - Year 3</b>           | \$10.25                 | \$11.17                    | \$13.99                     |
| <b>Sand - Year 4</b>           | No Bid                  | \$11.28                    | \$14.50                     |
| <b>Sand - Year 5</b>           | No Bid                  | \$11.39                    | \$14.99                     |
| <b>FUEL CLAUSE</b>             | NO                      | YES                        | YES                         |

- Commissioner Sanborn made a motion to take the bids under advisement. Commissioner Davis seconded the motion. Moved to approve passed 3-0.

**Administrative Update –**

- County Treasurer, Dan Tremble mentioned that this month the medication for the jail exceeded \$ 45K. He contacted the Sheriff and was told that this is for two inmates. There was discussion that there needs to be more communication with the other departments to get these inmates out of system so that we are not responsible for them. Judy interjected that we have spent \$ 39K more than last year at this time.
- Bill stated he attended Commissioner Blanchard's wake and funeral last week.
- The Sheriff and Bill met with FOP Jack Parlon and Patrol Supervisors Unit Thursday. Another negotiation meeting has been scheduled.

**Administration Update Continued:**

- Sheriff Morton shared the jail population is 196 inmates; 164 males, 32 females and 50 boarded out to other county jails. There are currently 55 inmates in pre-trial services. There is one federal inmates and there are no county swaps.
- Bill reported from Michelle Tanguay the following EMA update:
  - EMA held an active shooter workshop in Brewer where 62 were in attendance. There is a second class that is schedules and currently 78 have registered.
  - Dispatcher Betty Stone and Michelle spoke to employees of Treeline Company in Lincoln and presented the course "UNTIL HELP ARRIVES". There are two more courses that have been scheduled in Old Town on May 17<sup>th</sup> for town employees and another for the public in which 40 people are registered.
  - EMA also attended a Hurricane Table Talk last week with 150 health care professionals.
  - On May 17<sup>th</sup> EMA will be a vendor at the Senior Expo.
  - The National Weather Service will be hosting a Sky Warn Weather Spotter Training Program at our office on May 24<sup>th</sup> for the public.
  - There has been a planning committee meeting with DEP scheduled for May 25<sup>th</sup> for having a hazmat event this fall or early next spring with Orono and Glenburn.
- Sheriff and Bill are attending a Maine Human Rights Mediation on June 7<sup>th</sup> in Augusta.
- Bill presented the Commissioner the first invoice from WBRC for services rendered to date. It will be forwarded to Tyler and Judy.
- Commissioner Baldacci and Bill will be in Augusta tomorrow for a MCCA meeting.
- Bill spoke in regards to the Sheriff being instrumental in coordinating the funeral for Cpl. Cole. Cross Center offered their facility at no charge for the use of the building. There was some miscommunication as the electronic and technical equipment component required funding. That service is not provided by the Cross Center and is contracted out. Initially billed at \$40K it later was reduced to \$20K. There is a GO FUND ME account set up to pay for this service.
- Currently the FOP Patrol line unit is requesting to begin negotiations.
- Jim Mackie from AFSCME told Bill that the Corrections line unit is scheduling a vote on their contact.

**Administration Update Continued:**

- The Commissioners conducted two tax abatements hearings last Tuesday
  - Commissioner Sanborn made a motion to assess an additional 15% abatement on John Michael Smith's land. The State did not provide good comparable properties. Commissioner Baldacci seconded the motion. Vote to approve the additional land abatement passed 2-0.
  - Commissioner Sanborn made a motion to deny Robert Mosca a tax abatement on his property. The States assessment was fair and equitable with the sales comparisons provided. Commissioner Baldacci seconded the motion. Vote to deny the tax abatement passed 2-0
- Payroll change notices signed for: Tracy Hall – Comp time; Lorraine Klutzaritz – Resignation; Christina Hughes – Hired F/T
- Payroll Warrant to be approved for: \$ 218,562.29
- Accounts Payable Warrant to be approved for: \$184,911.00
- Unorganized Territory Warrant to be approved: \$ -NONE-

**Executive Session**---Commissioner Davis made a motion to go into Executive Session at 10:05 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0. Present were: Bill Collins, Dan Tremble, Renee Stupak and Joanne McIntyre. Session ended at 10:18 a.m. NO votes taken

**Public Session** - None

**Meeting Adjourned-**

Commissioner Davis moved to adjourn the meeting at 10:19 am with no further business on the agenda. Commissioner Sanborn seconded the motion. Moved to approve passed 3-0.

**Certified By:**

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Administrator, William Collins

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Peter K. Baldacci, Chairman

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Laura J. Sanborn, Commissioner

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Thomas J. Davis, Jr., Commissioner