

**Penobscot County Commissioners' Meeting Minutes October 16, 2018 2210**  
**9:00 AM Commissioners Peter Baldacci and Laura Sanborn – Present 46°**  
**Andre Cushing - Absent**

**Approval of Minutes -**

Commissioner Sanborn made a motion to approve September 18<sup>th</sup> and September 25<sup>th</sup>, 2018 meeting minutes. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Administrative Update –**

- Bill Collins handed out photos of the Spirit of America awards from last Tuesday. A huge thank you to Donna Downing and her staff for the delicious cake that was provided for the event. Bruce Flaherty thanked the Commissioners for this event.
- Bill shared a second photo from Matagamon dam. Commissioner Sanborn stated she has written an article to go in the newspaper.
- Barbara Veilleux, Judy and Bill met with Katahdin Revitalization members Steve Stanley and Mike Michaud last Thursday. Barbara contacted Marcia McGinnis State of Maine UT Administrator. It seems as though Marcia is now backtracking that the UT Budget can support an Economic Development position.
- Bill asked the Commissioners to approve forfeiture funds for the DA's Office. These funds cannot be disbursed without Commissioner Approval.
  - State vs May in the amount of \$702.53
  - State vs Kosmidis in the amount of \$840.00
  - State vs Garcia in the amount of \$675.00
  - State vs Robinson in the amount of \$443.70
  - State vs Kelly in the amount of \$702.53

Commissioner Sanborn moved to approve receipt of these funds. Commissioner Baldacci seconded the motion. Motion passed 2-0. Signed.

- Bill received communication from United Way of Eastern Maine requesting a designee to serve on the local board for a seat Commissioner Davis held. Commissioner Baldacci made a motion for Commissioner Sanborn to fill that seat for the County. Commissioner Sanborn seconded the motion. Vote to approve passed 2-0.
- Bill attended the MCCA meeting last week in Augusta. He stated there was minimal revenue earned from the convention.
- Bill reminded the Commissioners' that this is Jim Ryan's last week. A farewell party will be taking place Wednesday afternoon and you are all invited.
- FYI – Bill was contacted by Walter Libby regarding winter maintenance. In the past, Mr. Libby was paid \$900 by everyone on the mountain for using the road.
- Citizen Douglas Dunbar, from Hermon has volunteered to work on voter registration materials for inmates. He has brought those materials to the jail. Chief Deputy Bill Birch told the Commissioners that the program director Sgt. Laura Lebreton will be assisting with the process. She will be placing on the internal television channel broadcast.

**Administrative Update – Continued:**

If someone is not a registered voter, then they have 21 days to register; however, if they are a registered voter there is plenty of time to get that ballot.

- Bill said that Judy Alexander has reviewed the budget books and has updated all the insurance costs.

**Probate Update –**

- Renee Stupak reported to the Commissioners a safety concern for her office. She is requesting additional security. There seems to be more occurrences with citizens coming in with unsettled behaviors. Renee is considering a locking door with a half window. Renee will check with Cap and Terry to look at pricing costs.
- Bill stated that while we were looking into the Probate Office for security, it might be wise to also check into pricing for the Treasurer's Office. It seems when disgruntled citizens leave Renee's Office, they head down to the Treasurer's Office often times while there is only one person present.

**Probate (Dept. 11) Budget Presentation Update –**

- Renee Stupak believes with the new judge it will be wise to increase the travel expenses such as meals lodging and airline an extra \$1,500 for future training.
- Commissioner Sanborn made a motion to approve Probate budget with an overall 1.46% reduction in the budget presented. Commissioner Baldacci seconded the motion. Motion passed 2-0.

**Finance (Dept. 7) Budget Presentation –**

- Finance Director Judy Alexander presented the Treasurer's/Finance department's budget for the 2019 calendar year. Judy noted that the increase in payroll benefits is due to a health insurance change from single to family coverage.
- Judy noted that there was an increase for travel expenses since those expenses have been consistently overspent in years past.
- Judy states that increased mailings resulted in a postage increase.
- Commissioner Sanborn made a motion to approve the Treasurer/Finance Department Budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Maine State Retirement (Dept. 18) Budget Presentation –**

- Judy noted that she has increased the Retirement budget to \$2,200 from \$2,025.
- Commissioner Sanborn motioned to approve the Dept. 18 Budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Health/Safety (Dept. 19) Budget Presentation –**

- Judy Alexander noted this budget request is the same as last year. (\$6,000)
- Commissioner Sanborn motioned to approve the Health/Safety budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Insurance-Retirees (Dept. 22) Budget Presentation –**

- Judy noted this budget request is the same as last year. (\$43,000)
- Commissioner Sanborn motioned to approve the Insurance-Retirees budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Bridges (Dept. 24) Budget Presentation –**

- Judy Alexander noted this budget request is the same as last year (\$100)
- Commissioner Sanborn motioned to approve the Bridges budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**EMDC (Dept. 30) Budget Presentation –**

- Judy Alexander presented EMDC (Dept. 30) department budget for the 2019 year. It is an increase of \$1,500 to (\$62,000)
- Lee Umphrey new Executive Director for EMDC explained the reason for the increase. The State is not being very helpful with municipalities and is forcing EMDC to fill the void.
- He continues to look for different funding sources through Federal and State monies.
- Lee is working with some of the Katahdin Revitalization members to see if EMDC can be of assistance to them

**Loan Interest (Dept. 31) Budget Presentation –**

- Judy Alexander presented the Loan Interest (Dept. 31) department budget for the 2019 year. She is requesting an increase of \$3,000 from the 2018 budget. (\$21,000)

**Loan Interest (Dept. 31) Budget Presentation – Continued:**

- Commissioner Sanborn motioned to approve the Loan Interest budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Soil Conservation (Dept. 38) Budget Presentation –**

- Judy Alexander presented the Soil Conservation (Dept. 38) department budget for the 2019 year. It is a 3.92% increase (\$50,872 total request).
- Commissioner Sanborn motioned to approve the Soil Conservation Budget. Commissioner Baldacci seconded the motion. Motion to approve passed 2-0.

**Labor Negotiations (Dept. 39) Budget Presentation –**

- Judy Alexander presented the Labor Negotiations (Dept. 39) budget for the 2019 year. Judy noted budget request is the same as last year. (\$8,000)
- Commissioner Sanborn motioned to approve the Labor Negotiations Budget. Commissioner Baldacci seconded the motion. Motion to approve 2-0.

**Wage Adjustment (Dept. 40) Budget Presentation –**

- Judy Alexander presented the Wage Adjustment (Dept. 40) budget for the 2019 year. Judy and Bill Collins spoke to the 150% increase to \$75,000.

**Cooperative Extension Services (Dept. 35) Budget Presentation –**

- Theresa Tilton presented the County Extension Services (Dept. 35) budget for the 2019 year. It is a 4% increase in the budget from \$72,782 compared to \$75,694. Theresa explained that the University of Maine has issued a 2% across the board in wages for administration and the other 2% comes from the increase in services such as supplies.
- Commissioner Sanborn motioned to approve the County Extension Services. Commissioner Baldacci seconded the motion. Vote to approve passed 2- 0.

**Families and Children Together (Dept. 34) Budget Presentation –**

- Donald Lynch presented the FACT (Dept. 34) budget for the 2019 year. This is a new request of \$10,000. This service that has been in the Community for the last 25 years. This association helps with housing navigation services for people that are in challenging

**Families and Children Together (Dept. 34) Budget Presentation – Continued:**

situations. There is a family shelter that is allowing families to stay together. There is no direct funding, work with writing grants, individual donation and hold events to raise monies.

- Don will submit a working budget to the Commissioners. They will make a decision once they receive that information.

**Hirundo Wildlife Refuge (Dept. 34) Budget Presentation -**

- Jennifer Brooks presented the Hirundo Wildlife Refuge (Dept. 34) budget for the 2019 year. Jennifer is requesting support for the County for the first time in the amount of \$ 15,000.
- The major reason for this request is to fund programming for schools and groups to have classes with the part time naturalist. Jennifer works on receiving grants but has found that those monies are for infrastructure updates and not for programming. There is a trust funds which is used on long term sustainability but not for programming.

**Orono Haz Mat Team (Dept. 34) Budget Presentation –**

- Orono Town Manager Sophie Wilson and Rob St. Louis, Life Safety Inspector presented the Orono Haz Mat Team (Dept. 34) budget for the 2019 year.
- Sophie said the program started in 1990 and became a county team in 2003. Orono holds the only Haz Mat team north of Waterville.
- This team is in partnership with the County, State of Maine, Town of Orono and the University of Maine for funding.
- Sophie states that typically the County gives a combined \$24,000 between the Unorganized Territory and the County. Their Budget has stayed level for the last eight years. They are requesting an additional \$8,000 (\$24,000) from the County budget as MEMA is limiting ongoing funding.
- The Commissioners will review at a later date and share their decision with the Town.

**Bangor Public Library (Dept. 34) Budget Presentation –**

- Ben Treat presented the B.I.L.L.S. (Dept. 34) budget for the 2019 year. Ben is requesting a \$300 increase to the budget (\$7,300).
- Commissioner Sanborn motioned to approve the B.I.L.L.S. budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Bangor Area Recovery Network (Dept. 34) Budget Presentation –**

- Chris Martin presented the BARN (Dept. 34) budget for the 2019 year. Chris is requesting a one-time \$10,000 increase. This is an investment to put heat pumps in.
- Commissioner Sanborn motioned to approve the BARN budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0. It was noted Commissioner Davis was in favor of this request (prior to his passing).

**Bangor Shelter (Dept. 34) Budget Presentation –**

- Judy Alexander presented the Bangor Shelter budget for the year 2019. Judy noted budget request is the same as last year. (\$15,000)
- Commissioner Sanborn motioned to approve the Bangor Shelter budget. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Remaining Department 34 Budget Presentation –**

- Judy Alexander presented the remaining program donation services that were requesting the same as the previous years.
- Commissioner Sanborn moved to approve Green Valley, Rape Response, TRIAD and Pine Tree Hospice requests. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Public Comment -**

- Doug Dunbar from Hermon thanked the Commissioners for approving the BARN request to have additional monies this year to have heat pumps installed. Also Doug thanked the Sheriff's Department for working on voting registration with the inmates. Doug asked the Sheriff if RISE has started for the male inmates yet and the Sheriff responded yes.
- **Executive Session**---Commissioner Sanborn made a motion to go into Executive Session at 10:30 a.m., under 1 M.R.S.A. § 405 (6) (E) Contract Matter. Commissioner Baldacci seconded the motion. Vote to approve 2-0. Present were: Bill Collins, Dan Tremble, Jim Ring, John Rouleau, Judy Alexander, LT Hotaling, Mathew Ward, Rob Frank and Sheriff Morton. Session ended at 12:18 p.m. with No votes taken.

**Executive Session**---Commissioner Sanborn made a motion to go into Executive Session at 12:18 p.m., under 1 M.R.S.A. § 405 (6) (E) Contract Matter. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0. Present were: Bill Collins and Dan Tremble. Session ended at 12:24 p.m. with No votes taken.

**Administration Update – Continued:**

- Payroll change notices: Christopher Lavoie - Promotion; Louis St. Pierre, Donald Bolduc, Michael Osterby - Resignation.
- Payroll Warrant to be approved for: \$ 219,900.28
- Accounts Payable Warrant to be approved for: \$ 78,045.94
- Unorganized Territory Warrant to be approved for: \$118,474.43

**Meeting Adjourned-**

Commissioner Sanborn moved to adjourn the meeting at 12:26 p.m. with no further business on the agenda. Commissioner Baldacci seconded the motion. Moved to approve 2-0.

**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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-ABSENT-  
Andre E. Cushing, III, Commissioner