

Penobscot County Commissioners' Meeting Minutes September 1, 2020 2299
9:00 AM Commissioners Peter Baldacci and Laura Sanborn 63°
Commissioner Andre Cushing arrived 9:15 a.m.

Approval of Minutes –

Commissioner Sanborn made a motion to approve August 11 and August 25, 2020 meeting minutes. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

Public Comment – None

Sheriff's Update -

- Sheriff Troy Morton reported today's jail total population is 159 (127 males, 32 females); 27 boarded in other facilities; 158 in Pre-Trial services.
- Law Enforcement:
 - Commissioner Sanborn moved to approve the Towns of Passadumkeag and Enfield supplemental contracts as presented. Commissioner Baldacci seconded the motion. Motion passed 2-0. Signed.
 - PACE Program was held last week. This replaced the First Offender Program. Eighteen attended of the 26 people that had registered. Sheriff has received a lot of positive feedback and will continue to provide the program.
- Corrections:
 - Maine Pretrial brought in a third person in a clerical role with case manager credentials. This person is temporary until they are able to find a permanent person to fill this role.
 - Keefe Commissary services is up and running. This totally new system comes with a few glitches we are working out. The new system combines both commissary and accounting software for the inmate accounts. This accounting system includes more flexibilities of monies for phone, commissary and bail. People can go online to make deposit to the inmates account by use of a debit card. This will eliminate monies/checks changing hands. Only difference will be that Commissary services will only run once a week, versus twice. The amount allowed to be spent on Commissary has increased. Indigent packages will remain the same.
 - Correction Officer interviews were held last week.
 - Our occupancy license expires this week. Sheriff has communicated with the Commissioner of Department of Corrections. The State is asking for a plan for the future of Penobscot County Jail and for a copy of the contracts of County's that boards for us. The challenge is that Counties do not want to guarantee beds; Sheriff is working on a solution on this.
 - In reference to the York County Jail COVID problem; Every county jail follows the CDC standards/best practices. Practices change daily.

UT Update –

- Director Shaw Weeks presented the Matamiscotis/Howland Fire agreement contract for signature. Howland will be the primary Emergency response team; Lincoln secondary for ambulance service for Mattamiscotis. Commissioner Sanborn moved to approve the contract as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
- Correspondence from MDOT regarding project 21376100 & 2425500 where there will be centerline and edge line rumble strips, signage and other incidental work was presented. This contract had been awarded to Audible Lines, LLC.
- Correspondence from Trileaf regarding a National Environmental Protection Agency was presented. Commissioners are asked to comment on construction of 194 ft monopole communication tower in Enfield. Shaw was asked to forward this information to Enfield's Town Manager.
- Commissioner Cushing made a motion to renew the liquor license for New England Outdoor Center. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0. Signed.
- Deputy Director George Buswell reported on work completed this summer. George also asked to go to bid for paving on culvert cuts in Kingman and Prentiss and paving part of the Kingman Fire Station. Commissioner Sanborn made a motion for this project to go out to bid as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Commissioner Baldacci invited Director Weeks to participate in the Zoom meeting tomorrow with Senator King and NACo regarding PILT funding.

PRCC Update –

- Director Chris Lavoie reported that the desk parts are due to arrive today with installation set for tomorrow.
- Chris has spoken to attorney Ed Bearor regarding contract and bond issues. Regarding the bond it was determined we are not required to go through the bond bank for monies. We can go to Banks for funding.
- Director Lavoie presented three quotes from (WB Mason, Staples and HP) for computer monitors. Commissioner Cushing moved to approve to purchase 18 monitors from Staples in the amount of \$3,239.82. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.
- The next Radio Communications Committee meeting will be held September 16th. The main priority once funds are received is to replace the radio consoles in the dispatch centers. There will be a tower inspection of all sites scheduled for early October.

Finance Update –

- Director Judy Alexander requested permission to go out to bid for eight (8) new copiers. Judy reports that some of the copiers were purchased in 2011. The allocation of printers are as follows: PRCC (1), DA (2), Finance (1), Commissioners Chambers (1), and Sheriff's Office (3). The bid process will weigh leasing vs purchases.

Commissioner Cushing moved to approve going out to bid copiers for the County. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

Administration Update -

- Administrator Collins presented for signature a criminal forfeiture funds for the DA's Office.
 - State vs Aurelius in the forfeiture amount of \$281.55Commissioner Sanborn moved to approve receipt of these funds. Commissioner Cushing seconded the motion. Motion passed 3-0. Signed.
- Bill updated latest information on the Great Lakes Hydro America tax abatement. We had been contacted by an attorney from Barclay Damon on an East Millinocket Tax Abatement. State of Maine Revenue Services has also contacted Damon. There will be a decision made on who will conduct the tax abatement.
- Director Honey and Bill participated in FOP negotiations last week for Line and Supervisor units.
- We also participated in our second-round interviews for Facilities Director.
- Hearings for grievances have been moved on and will take place December 9th.
- Bruce Flaherty from Spirit of America has been in contact with us. Bruce recognizes with COVID we may have to do things a little differently.
- Commissioner Cushing moved to approve two parking spaces designated for Patrol Deputies. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.
- Administrator Collins reported the following maintenance issues over the last week.
 - Bill was contacted by the post office that there was an issue in the female bathroom that needed to be addressed.
 - Contractor work on the fourth floor caused the ceiling and a light fixture on the third floor to fall.
 - We discovered a rodent issue at our Franklin Street property.
- Director Honey and I have been in discussion with the District Attorney's Office in trading office space so that Finance can consolidate in one area as approved by the Commissioners.

Administration Update – Continued:

- Payroll Change Notices: Jody Currier-Smith – Payroll Change.
- Payroll Warrant to be approved for August 28, 2020: \$ 241,948.05
- Accts Payable Warrant to be approved for September 1, 2020: \$ 400,572.91
- UT Warrant to be approved for: \$28,552.62
- UT TIF Warrant to be approved for September 1, 2020: \$20,312.50

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 9:45 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Collins and Director Honey. Session ended at 10:53 a.m.

Commissioner Sanborn made a motion to approve hiring Anne-Marie Storey of Rudman-Winchell to create an Employee Handbook at a cost not to exceed \$ 2,925. Commissioner Cushing seconded the Motion. Vote to approve passed 3 – 0.

Commissioner Cushing made a motion to approve Erika Honey be appointed Second Proxy for Commissioner Peter Baldacci and Administrator Bill Collins to vote in their absence at Maine County Commissioner meetings. Commissioner Sanborn seconded the motion. Vote to approve passed 3 – 0.

Meeting Adjourned-

Commissioner Sanborn moved to adjourn the meeting at 10 55 a.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 3-0

Certified By:

Administrator, William Collins

Peter K. Baldacci, Chairman

Laura J. Sanborn, Commissioner

Andre E. Cushing, III, Commissioner