

**Penobscot County Commissioners' Meeting Minutes October 29, 2019 2261
9:00 AM Commissioners Peter Baldacci, Andre Cushing & Laura Sanborn 48°**

Commissioner Cushing made a motion to amend the agenda and move a Personnel Executive Session following public comment. Commissioner Sanborn seconded the motion. Motion passed 3-0.

Public Comment – NONE

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 9:05 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Cushing seconded the motion. Motion approved 3-0. Present were: Commissioners, Bill Collins, Erika Honey, Lt. Hotaling and Sheriff Morton. Session ended at 9:30 a.m. No votes taken.

UT Update –

- Director Barbara Veilleux reported a new landowner on the Lord Brook Road in Grand Falls Township has gated about 1000 feet of the road. This blocks our right-of-way and the snow plow turn-around which we have an easement. Barbara has already sent the property owner a letter requesting he contact us but he has not yet. The Commissioners discussed options to offer to the new landowner and recommended that she get a certified letter mailed out. We will give him one week to comply.
- Commissioner Sanborn moved to approve a Landscaping permit for Maine DOT on the Grindstone Road in Grindstone Township. Commissioner Cushing seconded the motion. Motion approved 3-0. Signed.
- Barbara presented pictures of the summer work including the repaired Matagamon Dam that has been completed. George reports that he had a great, productive summer with about 90% of the projects completed. There are a few items left to be tidied up this fall. Everything has been accomplished within the allotted budget.
- Commissioner Sanborn moved to approve an Auto Recycler License Renewal for John Reinzo. Commissioner Cushing seconded the motion. Motion approved 3-0. Signed.
- Commissioner Cushing made a motion to approve \$ 610,011.68 for the 2019 UT Carry Forward. Commissioner Sanborn seconded the motion. Motion approved 3-0.

Unorganized Territory Draft Budget Presentation-

- Barbara Veilleux presented the UT budget for the 2020-2021 fiscal year (July 1st – June 30th).
- The most significant expense increase (\$240 K) is for the addition of two patrol positions. This in the budget in the event the State Police decide to eliminate patrol coverage in the Unorganized Territory Region.
- Barbara reported that solid waste was increased. We are looking at having an additional delivery for Matagamon during the winter months. Fire protection was decreased

Unorganized Territory Draft Budget Presentation- Continued:

due to not funding the Kingman Fire Department.

- Revenues are increased slightly for the excise taxes.
- As presented, the 2020-2021 tax assessment is \$1,580,129, which puts the UT Budget 35.69% over the LD1 cap. Commissioner Sanborn motioned to approve the UT Budget for the 2020-2021 as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

PRCC Update –

- Director, Chris Lavoie discussed the Radio Project and what happens next. Chris states that we need to finalize the RFP with the 2020 pricing list to send it out for bids. Chris would like to add a summary contingency plan for some tower sites. Chris feels strongly that since this project is enormous, it would be beneficial for all those involved to hire a project manager to oversee this project. He also would recommend a June referendum as we would not be ready for March.
- Deputy Director, Josh Lilley reported on the State PSAP (Public Safety Answering Point) Audit that was held last week. Each year ESCB (Emergency Service Communications Bureau) comes to insure we are testing our TTY equipment, Quality Assurance procedures, listen to random calls and how each is scored. No formal report has been received yet, but we are very happy to report that no violations were found.
- Commissioner Cushing asked if Chris contacted the individual that he referred him to.

Deeds Update –

- Commissioner Cushing made a motion for Registrar Susan Bulay to pay for the recently completed map restoration invoice from Surcharge monies. Commissioner Sanborn seconded the motion. Motion approved 3-0.
- Commissioner Cushing made a motion for Susan to hire a temporary clerical specialist from Manpower for 12 weeks. Commissioner Sanborn seconded the motion. Motion approved 3-0.

Maintenance Update –

- Director, Cap Ayer stated that he is looking to purchase two ship ladders that would replace the wooden ladder for the third floor to the attic; and the ladder from the attic to the roof hatch. Commissioner Cushing made a motion to go out to bid for two OSHA approved ladders. Commissioner Sanborn seconded the motion. Motion approved 3-0.

Maintenance Update –Continued:

- Cap reported that the post office paving project is complete. He is very satisfied with the work done especially the drive going down to Franklin Street.
- Sheriff has requested specialized professional cleaning and disinfecting of the intake/holding area of the jail. Cap agrees.
- We have a lamp post that fell down out by the front steps. The post is a solid piece of brass; a 1" threaded pipe held it together. Cap will compare the cost difference to repair versus purchasing new ones.
Bid proposals for the Flooring project for Deeds and Probate will be opened at next week's meeting.

PILT Funds Discussion –

- Finance Director, Judy Alexander reported on PILT funds allocation:
 - Last year we received \$355,801 in PILT funds; \$175 K was placed into a general fund to help alleviate the tax burden for municipalities
 - The balance of \$180,801 went into the Katahdin Region Fund – where the 25% has been used for the 5-year plan for the Katahdin Region Economic Director and Staff
 - We currently have \$173,720 in the General ledger at this time for the Katahdin Region Project
 - Judy will provide quarterly reports to the Commissioners on PILT spending

Final Budget Review for 2020 –

- Judy Alexander provided a summary of the changes that were made to the 2020 budget.
 - We are now under the LD 1 Cap which is 4.13% and the budget reflects 3.745%
 - DA (Dept. 5) payroll changed a 37.5 hour position to a 40 hour position to compensate for a promotion to a clerical specialist II position
 - Finance (Dept. 7) payroll change from a fulltime position with benefits to a part time 24-hour position without benefits
 - Jail (Dept. 9) – there was discussion regarding workmen's compensation MOD rate being increased to 2.4 from 1.9. Judy recommends that since we will show a jail surplus in the jail of \$500 K – she would recommend we transfer the surplus at the end of the year and use those funds to pay for the comp \$180 K increase as it is mainly due to the jail. Commissioner Baldacci feels that isn't a wise choice. We may not always have a surplus available and it is not an accurate description of expenses. After much discussion, Commissioner Baldacci

Final Budget Review for 2020 – Continued:

requested Judy work with Bill Collins and Erika Honey to determine how to reflect those increases.

- Deeds (Dept. 10) The County Officer line was increase to 3% from 2.5%
- Probate (Dept. 11) County Officers -- the judge's wages were increased to \$45K and the Registrar to 3% from 2.5%
- Sheriff's (Dept. 12) There was five administrative positions increased to 3% from 2.5%

Administration Update –

- Administrator Bill Collins stated he received a call from the Post Office stating that there was water pooling around the mailbox area at the end of the driveway.
- There is a Thursday meeting with WBRC and STV at 1:00 in executive session. Bill will invite Building Committee Chairman Jim Ring to this meeting.
- Mary Anne emailed a 5th batch of letters from the public in regard to the size of the jail.
- A citizen from the Town of Howland has put the County on notice they intend to appeal their taxes.
- Active Shooter Training is next Wednesday.
- Erika Honey and Bill will be in Augusta attending a MCCAM meeting next Thursday.
- Mary Anne Hesseltine is looking for the Spirit of America Certificates from those that were no able to attend. The Commissioners said that they are taking care of that with the exception of inviting General Durgin to a future Commissioner meeting for recognition.
- Sheriff will be attending the special meeting with criminal justice today in Augusta.
- Bill reported that he will not be in the office Friday.
- Payroll Change Notices signed for: Ian Libby – Promoted; William Auger, Anastasia Davis, Cory Hamilton, Eric Hathaway, Jeffery Hunter, Deborah Sargent and Andreas Schaefer – Payroll Changes.
- Payroll Warrant to be approved for: \$250,619.01
- Accounts Payable Warrant to be approved for: \$188,339.65
- Unorganized Territory Warrant to be approved for: \$58,224.40
- Unorganized Territory TIF Warrant to be approved for: \$20,000.00

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:05 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Sanborn seconded the motion. Motion approved 3-0. Present were: Commissioners, Bill Collins, John Hiatt, Barbara Veilleux and George Buswell. Session ended at 11:16 a.m. No votes taken.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:17 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Sanborn seconded the motion. Motion approved 3-0. Present were: Commissioners, Bill Collins, and Erika Honey. Session ended at 11:41 a.m.

Commissioner Cushing moved to approve to continue offering membership in the Maine Public Employees Retirement System's Participating Local District Plan to the County's permanent employees who work more than 30 hours per week and to exclude all other employees from membership with exception of Elected Officials. Commissioner Sanborn seconded the motion. Motion approved 3-0.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:46 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Sanborn seconded the motion. Motion approved 3-0. Present were: Commissioners, Bill Collins and Erika Honey. Session ended at 11:54 a.m.

Commissioner Cushing made a motion GCN # 155, GCN # 156 and GCN #157 be held in abeyance pending presentation processing by AFSCME Council 93 Grievance Review Committee in Boston. Commissioner Sanborn seconded the motion. Motion passed 3 – 0.

Commissioner Sanborn made a motion to adjust Dept. 12 Lieutenant position's from 3% to 4%. Commissioner Cushing seconded the motion. Motion passed 3-0.

Meeting Adjourned-

Commissioner Sanborn moved to adjourn the meeting at 11:56 a.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Moved to approve passed 3-0

Certified By:

Administrator, William Collins

Peter K. Baldacci, Chairman

Laura J. Sanborn, Commissioner

Andre E. Cushing, III, Commissioner