

Penobscot County Commissioners' Meeting Minutes November 5, 2019 2262
9:00 AM Commissioners Peter Baldacci, Andre Cushing & Laura Sanborn 52°

Approval of Minutes -

Commissioner Sanborn made a motion to approve October 15 and October 22, 2019 meeting minutes. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Public Comment – NONE.

Opening of Flooring Project Bids –

- Commissioner Baldacci opened up the Flooring project for the departments of Registry of Deeds and Registry of Probate.
 - Marden's – Waterville
 - Deeds at \$9,685.00
 - Probate at \$9,842.00
 - Maine Highlands Contracting – Etna
 - Deeds at \$24,990.00
 - Probate at \$23,980.00
- Commissioner Cushing made a motion to accept Marden's bid to complete the floor for the Registry of Deeds and Probate. Commissioner Sanborn seconded the motion. Motion to approve passed 3-0.

Deeds Update –

- Register, Susan Bulay was notified that another clerical specialist in her department will be going out on medical leave in November. A temporary employee started training yesterday. Susan is requesting an additional temporary person.
- Commissioner Sanborn moved to approve an additional temporary employee to start November 18th for 22.5 hours a week. Commissioner Cushing seconded the motion. Motion approved 3-0.

UT Update –

- Director Barbara Veilleux presented two renewals for the Commissioners approval:
 - Commissioner Sanborn moved to approve the liquor license renewal application for Umcolcus Sporting Camp. Commissioner Cushing seconded. Moved to approve passed 3-0. Signed.
 - Commissioner Sanborn moved to approve the renewal application for the bottle club license for Northern Timber Cruisers. Commissioner Cushing seconded. Moved to approve passed 3-0. Signed.

UT Update – Continued:

- Commissioner Sanborn moved to waive the special event permit fee for the Millinocket Marathon that will be held December 7th. Commissioner Cushing seconded the motion. Motion approved 3-0.
- Barbara reported on the new property owner on Lord Brook Road in Grand Falls Township.
 - Mr. Porter does not live here fulltime and his intentions is to build a farm.
 - He is adamant that he does not want people on his property stating he has been having trouble with four wheelers.
 - Barb notes we have given permission for four wheelers to use that particular road and there had been no known issues until Mr. Porter put up a gate.
 - Commissioner Baldacci states we have no desire to stop continuation of four wheelers using the road. The County has a recorded easement for the snow plow turn-a-round. Mr. Porter has no right to stop the public from using the turn around and needs to understand that this is the law. It would be OK if he keeps the gate but opens it. If he doesn't open it, the gate will be removed.
 - Barbara will call him and report the Commissioners position and follow up with a letter.
- George Buswell reported that all contractors are ready for the first storm with the salt and equipment.

PRCC Update –

- Director, Chris Lavoie reported that last week Adam Feck from "I AM RESPONDING" provided a training session for dispatchers and end users. Chris stated that both classes were well attended and recorded it for those who couldn't make the class. A firefighter from Patten Fire Department emailed Chris that listed specific PRO's with this program which indicates this will be successful.
- Friday's wind storm logged 408 9-1-1 calls which do not reflect business lines or radio traffic; the average call on a typical day is 157. Josh Lilley states that both he and Chris have maintained dispatch certification so that they can jump on the phones when needed.
- Chris called Whitten's on Friday to come in to work on the Copeland Hill towers. It took five hours to work on the fourth floor panels. The panels were not labelled properly. Also errors were found on some of the microwave sites too.

Treasurers Update –

- Treasurer, John Hiatt provided a spreadsheet of towns have paid their taxes to date. Five municipalities are still delinquent. It was recommended that Judy Alexander call to let them know the amount due plus interest.
- John reported that he has been communicating with Secretary of State Matthew Dunlap. Mr. Dunlap feels that November 2020 would be the best time to have the bond placed on the ballot. Commissioner Baldacci stated we still have a ways to go before we can determine when this should happen.
- John has been investigating the costs that would incur for an ATM for our Campus. After discussion, it was advised to re-look at where the best location for the most traffic. Commissioner Baldacci stated that this shouldn't be looked at as a money maker but more of a convenience for people.

Finance Update -

- Judy Alexander reported that we will be processing the paving bill for \$52,700 today.
- The final draft of the budget was sent out to the committee last Friday.
- Our bank has issued an additional \$4M on our letter of credit (insurance). This will expire December 31st. There is no additional cost to the county.
- Cash on hand is \$5.8 M with an additional \$2 Million being deposited today.

Administration Update –

- Administrator Bill Collins stated that there will be two sessions on the Active Shooter training tomorrow.
- Bill and Erika Honey will be in Augusta Thursday for a MCCAM meeting.
- The Sheriff is presenting in Augusta today at a Criminal Justice Committee meeting.
- Bill participated yesterday on a conference call with MSA and MCCAM in preparation for today's committee meeting. Bill provided the Commissioners multiple documents to for a better understanding of what is being discussed at the hearing.
- Today's jail population is 185 (148 males, 37 females); with 46 boarded out to other county jails. There are no federal inmates, no county swaps and 88 inmates in Pre-Trial Services. Over the last 72 hours there have been 38 new bookings with 42 inmates being released.
- Sheriff's Office is again participating in "NO SHAVE NOVEMBER". Anyone can participate for a \$ 25 donation. All proceeds go to cancer research and Cancer Care of Maine. Sheriff's Office is also selling a Pink PCSO patch to employees for \$5 for "Breast Cancer Awareness".

Administration Update – Continued:

- Bill reported on next week's activities:
 - Monday, Veteran's Day all non-essential personnel off
 - Tuesday, Budget Committee Hearing in the evening. Commissioners agreed to stay with Fairmont Market for the pizza's and sandwiches – Frank's Bakery for goodies
 - Wednesday, Commissioner Cushing has the State Claims hearings in Dexter and the Employee Benefits Fair will be held in the Third Floor Great Room
 - Thursday, we will meet with WBRC in the afternoon and Maine Army National Guard will be holding a public information meeting in Woodville in the evening
 - Friday, Homeland Security will be providing a debriefing on the campus site assessment that took place in July
- UT Director Position closed Friday and Erika will provide more information during executive session.
- Bill answered John's question about minimum wage and it doesn't apply to elected officials.
- Bill reported that our IT department is working with Piscataquis County in order to get their email servers back up.
- Payroll Change Notices signed for: Aaron Smith – Resignation; Tyler Cochran, Jillian Genereux, and Duncan Kane – Hired Full time; Tracy Hall and Jordanna Sprague – Comp time.
- Payroll Warrant to be approved for: \$230,389.68
- Accounts Payable Warrant to be approved for pay date 11/1/19: \$9,761.78
- Accounts Payable Warrant to be approved for pay date 11/5/19: \$552,624.87
- Unorganized Territory Warrant to be approved for: NONE
- Unorganized Territory TIF Warrant to be approved for: NONE

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 10:15 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Cushing seconded the motion. Motion approved 3-0. Present were: Commissioners, Bill Collins, John Hiatt, Erika Honey, Judy Alexander and Dick Hansen. Session ended at 10:36 a.m. No votes taken.

Commissioner Cushing made a motion to approve a new contract with Delta Dental for 2020 with an increase in County contribution to \$ 18.00 per month. Commissioner Sanborn seconded the motion. Vote to approve passed 3 – 0.

Commissioner Cushing made a motion to amend the language on the Life Insurance coverage with Standard to include employees working a minimum of 37.5 hours per week as well as Elected Officials. Commissioner Sanborn seconded the motion. Vote to approve passed 3 – 0.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 10:40 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 11:06 a.m. No votes taken.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:07 a.m., under 1 M.R.S.A. § 405 (6) (C) Contract Matter. Commissioner Sanborn seconded the motion. Motion approved 3-0. Present were: Commissioners, Bill Collins, Judy Alexander and John Hiatt. Session ended at 11:25 a.m.

Meeting Adjourned-

Commissioner Sanborn moved to adjourn the meeting at 11:28 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

