

**Penobscot County Commissioners' Meeting Minutes January 12, 2021 2318**  
**9:00 AM Commissioners Peter Baldacci & Andre Cushing (arrived 9:17 a.m.) 26°**  
**Commissioners Laura Sanborn via Zoom**

**Roll Call -**

Commissioner Baldacci opened the meeting at 9:00 a.m. from the Commissioners Chambers and Commissioner Sanborn attending via Zoom. Commissioner Cushing arrived in person at 9:17 a.m.

**Public Comment** - Commissioner Baldacci stated that if anyone from the public would like to have their comments heard during these meeting, you can contact Administrator Honey and she can present them for you, or you can be invited to participate through ZOOM.

**Sheriff's Update –**

Sheriff Troy Morton presented the following:

- Sheriff Morton stated that today's jail population is 147 in-house (130 males, 17 females), 29 boarded out to other county jails, no federal inmates, no county swaps and 187 inmates in Pre-Trial Services.
- The PACE program that was scheduled end of month has been postponed until the end of March.
- We're pleased with our partners in Adult Education and Penquis as we're looking to expand our program. There is great communication with our District Attorney, Marianne Lynch and how it would be beneficial to merge our two programs together.
- Law Enforcement is continuing to be extremely busy.
  - There is an increase for calls for service; domestic violence, overdoses and suicides on the rise.
  - We are seeing a large increase of theft of metal; this is not just in Penobscot County, but Statewide. Businesses are being attacked once the business has closed, stealing catalytic converters.
  - Scam calls are on the rise. Most recently, Deputy LeGassey was able to retrieve monies from a victim in Howland. The victim was told that his grandson was out of state and involved in a crash; and subsequently had been arrested. He was told funds had to be sent in order to get the grandson out of jail. Special recognition goes to Deputy LeGassey who jumped through multiple hoops in tracking down the package; which was found in New Jersey.
- On the Corrections side, our jail is staying on the high end of precautions. The State has visited our facility three times and has been very complimentary on our method of addressing the pandemic.
- Sheriff's department continues to work on their phone app and making modifications to the website.

**Sheriff's Update – Continued:**

- Sheriff is still participating daily in meetings with DOC and CDC on all thing's pandemic. We receive good information from EMA Director Nuding on the law enforcement side. We are currently working on vaccine planning. We are hopeful that staff is able to receive vaccines end of January, beginning of February.

**UT Update –**

- Director Weeks presented for signature the Animal Control agreements:
  - Commissioner Sanborn moved to approve the contract for Old Town as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
  - Commissioner Sanborn moved to approve the contract for Veazie as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
- Director Weeks reported that Maine State Revenue Services and Ted Kolman would be available January 26, 2021 at 10:00 a.m. via ZOOM for the Tax Abatement hearing. Commissioners agreed to that date and time.

**DA Update-**

- District Attorney Marianne Lynch complimented the Sheriff and his work on his alternative sentencing during the pandemic. DA Lynch is very happy with the staff he has for Maine Pre-Trial Services.
- Communication received last Friday reported that there is no in person proceedings going on at the Penobscot Judicial Center. The building is open if people need to go in and pick-up paperwork such as protection of abuse order, etc.
- Marianne has been working with Administrator Honey for her office staff to continue to work from their home offices. Marianne thanks the Commissioners for their support in this mission.
- DA Lynch, like the Sheriff, cancelled her January diversion program and has moved it to February.

**PRCC Update -**

- Director Lavoie reported on the microwave in Lincoln. After two to three years of problems with this microwave, it was diagnosed with a bad coaxial line; it is now fixed. The bad news is we've been throwing the wrong parts to this microwave. Chris is very pleased with the work of their new vendor RCM who found what the problem has been during this time.
- Commissioner Sanborn moved to approve a lease extension with MPBN Almanac Mountain Towers. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**EMA Update –**

Director Bradley Nuding presented the following:

- First doses of the Moderna vaccines were completed last Friday for our EMS clinicians.
- Public safety will begin their vaccines the first week of February at the Cross Center.
- Howland Town Manager reached out to Director Nuding as the Merrill Stream Bridge is flooding. Brad drove to Howland and took pictures, and spoke to the town manager. Brad is inquiring to see if there are any grant funds available.
- Director Nuding is requesting Commissioners support in the Maine Legislative Act 664. Commissioner Baldacci states that if he is provided specific information, he will pass it on at the MCCA meeting that will be held tomorrow.
- Interviews will be held tomorrow for the Deputy Director position for EMA.

**Maintenance Update –**

Director MacDonald reported the following:

- We are in need in the county building for a hot water circulator pump; currently, we are running on just one pump. Our service contractor (Mechanical Services) provided a quote of \$9,685. This would be for a one-on-one swap, not an upgrade. Commissioner Cushing moved to approve this request for not more than \$9K. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.
- There have been multiple roof issues with the courthouse and the jail buildings.
  - On the jail building above the kitchen door, there was a drain issue. The drain was reattached which was an easy fix.

**Maintenance Update – Continued:**

- However, the Courthouse building had ice buildup around the building. There is quite a bit of damage to gutters, spouts and flashing. The contractor mentioned in several areas you can look right into the fourth-floor attic. The roofer mentioned at one time they used to come a couple times a year and provide inspections; it was reported that hasn't been done in the last several years. Brian doesn't have an estimate or pictures, but believes it is around the entire courthouse building. Brian will follow up with the roofers and get back to you after more information is gathered.

**Finance Update –**

Finance Director Judy Alexander reported the following:

- The audit for 2019 was presented to the Commissioners. Director Alexander reported that the undesignated fund balance increased by approximately \$750K. She indicated there were two items mention – one was that GASP 75 has not been complied with because the information was not made available by our health insurance company. Also noted was a report of non-compliance from the Department of Labor which was cited in the prior year. According to NWDB, the non-compliance was due to lack of direction from the DOL and has been since corrected.
- Director Alexander thanked the Commissioners for allowing DJ Bowden to come back to assist her department with organizing since she is short staffed.
- Director Alexander will come back next week to report through end of November 2020 on revenues and expenditures.

**Administration Update –**

Administrator Erika Honey reported on the following:

- We received our 2021 MMA membership renewal dues invoice. Commissioner Cushing moved to approve \$625 payment. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.
- We received confirmation that all elected officials are required to take FOAA training. Director Honey will send you the link to take the class.
- We received a number of fraudulent unemployment claims yesterday. We notified the Department of Labor and sent out an email to all employees.

**Administration Update – Continued:**

- All bond bids have been scanned and sent out to you for your review. Director Alexander will provide an update next week on them.
- You were sent the relicensing pre-application document from Great Lakes Hydro America
- Also sent was the Bangor Area Homeless Shelter most recent financial statement.
- Director Honey is working with department heads a schedule to present at the Commissioners meetings. Erika is looking at February for a new time line with that schedule.
- Director Honey and the Sheriff's Office will hold a weekly meeting for department heads to participate in for weekly COVID updates.
- Director Honey will provide her email for the public to request to speak for Public Comment at our meetings.
- FOP Supervisors, Line and AFSCME negotiations are still taking place.
- Commissioner Baldacci and Erika will be participating in the MCCA meeting tomorrow.
- Job postings that were placed in the 2021 budget have been advertised. (Corrections Utility Custodian, PRCC Senior Operator, and two DA Clerical Specialist II positions)
- Commissioner Cushing moved to approve the warrants as amended. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.
- Payroll Change Notices signed for: Troy DeRoche – Promotion
- Payroll Warrant to be approved for 01.08.2021: \$283,084.14
- A/P Warrant to be approved for 2021- 01.11.2021: \$148,157.78
- A/P Warrant to be approved for 01.05.2021: \$364,991.39
- A/P Warrant to be approved for 2021 - 01.11.2021: \$137,413.74
- UT Warrant to be approved for: NONE
- UT TIF Warrant to be approved for: NONE

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 10:00 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Honey, and Jim Mackie. Session ended at 10:35 a.m.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 10:36 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Honey, Director Alexander, Treasurer Hiatt and Sheriff Morton. Session ended at 11:00 a.m.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:01 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Honey, Director Alexander, Treasurer Hiatt and Sheriff Morton. Session ended at 11:15 a.m.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:16 a.m. under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Sanborn seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Honey, Director Alexander and Treasurer Hiatt. Session ended at 11:54 a.m.

**Meeting Adjourned-**

Commissioner Cushing moved to adjourn the meeting at 11:55 a.m. with no further business on the agenda. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

**Certified By:**

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Administrator, Erika Honey

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Peter K. Baldacci, Chairman

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Laura J. Sanborn, Commissioner

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Andre E. Cushing, III, Commissioner