

Penobscot County Commissioners’ Meeting Minutes June 22, 2021 2340
9:00 AM Commissioners Peter Baldacci, Andre Cushing & Laura Sanborn 70°

Roll Call -

Commissioner Baldacci opened the meeting at 9:00 a.m. from the Commissioners Chambers with all Commissioners present.

Approval of Minutes –

Commissioner Sanborn moved to approve May 18, May 25 and June 1, 2021 meeting minutes. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Public Comment -

Janet Drew – Citizen of York

Participant discussed the reason that she and others present weekly is to advocate to making communities whole; and how the American Rescue Plan could help.

Participant suggests that the County might want to have a public forum and get organizations in to make a plan of service. In addition to a public forum, designate pots of money that for community services that are underfunded.

2021 UT Snow Removal Bid Openings –

Commissioner Baldacci opened up the 2021 UT Snow Removal Bids for Grand Falls, Greenfield, Kingman/Prentiss and Millinocket. The following five vendors submitted their bids by the deadline.

	Tim Glidden Logging	Jerome Emery	Reinzo Excavating	Sunset Development	Emery Lee
Grand Falls					
Greenfield			Total Contract Price 5 years \$492,128.00	Total Contract Price 5 years \$475,674.00	
Kingman/Prentiss		Total Contract Price 5 years \$1,496,423.50			
Millinocket	Total Contract Price 3 years \$160,224.00				Total Contract Price 3 years \$205,999.50

2021 UT Snow Removal Bid Openings – Continued:

- Commissioner Sanborn made a motion to take these bids under advisement. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

UT Update –

Director Shaw Weeks presented the following:

- Commissioner Sanborn moved to approve Ireland Rubbish to a one-year contract with two optional years of renewal. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Director Weeks reported on the Argyle Broadband – OTELCO project:
 - The project has been completed with 40 locations already that have either installed or have pending service agreements for connections.
 - Penobscot County's contribution was \$60,937 which was a lot less than anticipated.
- Next Friday will be the LUPC confirmation hearing for Peter Pray for his reappointment for another four-year term.
- Director Weeks reported on the UT's financial standing as of this date:
 - 89% budget spent
 - Excise tax is \$29,270.09 below budget (-12.2%) - vehicles, boats, ATV's
 - All other accounts are good except for Fire which is over \$4,500 – however, missing from the total is the deposit of the \$6,600 check from the sale of the fire engine
 - We have a surplus of \$170K for the fiscal year; we continue to pay invoices on this budget in July.
- Deputy George Buswell reported that the Argyle metal roof project done by Williams Roofing is about half done. They started last week and it is coming out very good, pretty pleased with what is done thus far.
- Commissioner Sanborn and Deputy Buswell discussed some addresses that might be operating illegal junkyards; Deputy Buswell took note and will follow up with them.

EMA Update –

Director Bradley Nuding reported the following:

- State supported PPE and testing supplies are winding down. The state emergency management director is defaulting from the Maine CDC on exactly when they will

EMA Update – Continued:

cease operations.

- We're co-hosting a preparedness expo this year with Hancock, Piscataquis and Waldo Counties here at the Cross Insurance Center on September 11, 2021. Vendor booths and general admittance will both be free. The theme is individual household preparedness.
- We're finalizing our state fiscal year closeout grant monies spenddown and documentation. Deputy Lynn Dwelley has been doing a tremendous job managing our LEPC budget and making significant upgrades to our training room.
- We recently assisted the Bangor Water District and their consulting firm Gradient Planning with a risk assessment and writing an emergency plan.
- We seek a vote and signature to finalize the county's Emergency Action Plan (EAP). The EAP working group spent the last six months revising the existing document in accordance with the latest NFPA and OSHA guidance on developing an EAP. The revised EAP was presented to all department heads and the Safety Committee for comment and recommended changes. Once approved, EMA will present the final Plan to the Safety Committee to develop a training and exercise program to implement the Plan for all departments. This EAP does not include the jail building as they have their own EAP.
 - Commissioner Sanborn moved to approve the 2020-2021 Emergency Action Plan as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0. Signed.

IT Update –

Director Cliff Warren presented the following:

- Still waiting on the results from the grant to find out whether we've been funded for that, so the Exchange project is still ongoing.
- We've been working with Spilman/Motorola recently on the vault integration and command central integration. Some other agencies have expressed interest in particular where Spilman is concerned. We're doing some of those products on our non-production server to see what those entail. I don't know what the funding mechanism is, if they will choose to go forward with that.
- There were 210 tickets submitted in the last 30 days that our office completed. Our newest hired, Brandon Tenney is still waiting to find a window of opportunity to do some additional Spilman training before we cut him loose on the help desk.

IT Update – Continued:

- Director Warren responded to Commissioner Cushing's inquiry on Bangor PD purchasing body cameras.
 - Bangor PD originally approached me with regards to the integration of the Watchguard (Motorola owned) body cameras there were considering purchasing as Watchguard cameras more seamless.
 - There was discussion with Spillman and was told of the Command Central module, which encompasses integration of their body and car cameras, a cloud-based storage facility and web-based records distribution for the purposes of discovery.
 - We're paying \$30K annually for storage outside the body and dash cameras captured by cell phone, digital camera or other means was also attached to the record in question and stored in their cloud based hosted site. As the cameras are concerned, there is an amount of cloud storage specifically allocated to each camera that is purchased by the agency from Motorola. That amount is outside of the storage capacity that I am paying for and is negotiated directly between the vendor, Motorola, and the agency specifically.
 - There are other integration pieces that are part of the Command Central module as well including an iOS/Android application that can be used on their phones to capture evidence at a scene. The benefit of it is, if an officer uses his phone to capture images or video of a scene, those files are stored on the local phone's storage and the phone then becomes discoverable, meaning it can be subpoenaed and seized. With the application, all associated video and/or images are kept directly in the cloud, so the phone no longer becomes a discoverable asset. So now officers in the field can use their cell phones to gather evidence without fear of having that seized as a measure of discovery.
- Administrator Honey and the IT department will be holding a meeting next week with Piscataquis to set up guidelines and make recommendations.

Administration Update –

Administrator Honey reported on the following:

- Communication placed in the Commissioners folders:
 - Correspondence from inmates expressing concerns over the jail
 - Correspondence from Larry Dansinger that he spoke of at last week's meeting
 - Clarification – this letter it is the same correspondence that has come through from different sources.

Administration Update – Continued:

- Sheriff's Office is hosting a retirement party next Tuesday for Detective Bob Jordan and Deputy Peter Stone.
- Black Bear Project update has been provided in your folders
- LUPC confirmation hearing for Peter Pray will take place this Friday.
- Employment within the County:
 - Reposted the HR clerical assistant position and will close next Tuesday.
 - Rolling applications coming in for the call taker position.
 - Payroll assistant position closes tomorrow
 - Two deputy positions are posted
 - HR Coordinator Michelle LaBree and Administrator Honey will be meeting with the Sheriff's Office and his staff to discuss recruitment hiring for corrections officers; there are nine positions needed and several more out on medical. There was communication sent by DOC Commissioner Liberty in the overall state of the jail facilities. We're not unique in struggling to meet staffing levels. However, our jail is very overcrowded in comparison to some of the other facilities.
- Last week's meetings included:
 - Each department heads have been meeting individually to discuss ARP funds. Concentrating on department needs and identifying any shared resources that were considered. The plan is to have somewhat of a draft budget and priorities for you to look at and show with you the department heads concerns and ideas. Bill Collins will be focusing on the external funding possibilities.
- This week's meetings will include:
 - Participating in the regional broadband discussion this Friday.
 - ARP webinar schedule this Thursday from the Treasury Department that both myself and Finance Director Judy Alexander will be participating in
 - A survey was sent out last week regarding masks and COVID safety precautions. That will be closing out tomorrow and will be presenting the findings to you.
 - We have an arbitration scheduled for tomorrow morning.
 - Juneteenth has been made a federal holiday and state holiday with state offices closing in observance next year.
 - Deeds Register Bulay and Facilities Director MacDonald will review space needs for the new finance position and allowing additional space for the Deeds map room. We want to make sure that we address the Deeds Office first, and get them moved before committing and moving the Finance Department over.
 - We have a draft personnel policies and procedures focusing on all county employees.

Administration Update – Continued:

- There have been some concerns over at the Y. Over the weekend, there was a serious incident in the parking lot and the suspect involved was looking to enter our building through the side entrance. Just standard operations, we have locked down those buildings. We are not looking to have that open on a daily basis as we did previously. Director MacDonald is looking at pricings and fencings for your consideration. Either the back driveway behind the building or perhaps around the perimeter. Director MacDonald is engaging some cleanup crews to see if we can get somebody out on a regular basis cleaning that up.
- DA Lynch, Sheriff Morton and Administrator Honey are trying to organize a public session for open dialogue around mental health and substance abuse in Penobscot County. We'd like to have a special session if the Commissioners are in agreement.
- Our IT department will set a meeting with Piscataquis to talk about some long-term projects and to make sure there's communication between departments.
- Commissioner Sanborn moved to approve the warrants as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Payroll Change Notices signed for: Gary Decker and Ian Libby – Promoted; Taylor Keeran – Hired Part-time; Brett Crawford, Zachary Brown and Gabriel Woodrow – Payroll Status Changes
- Payroll Warrant to be approved for 06.18.2021: \$260,920.33
- A/P Warrant to be approved for 06.15.2021: \$49,284.49
- A/P Warrant to be approved for 06.22.2021: \$42,237.73
- Unorganized Territory Warrant to be approved for 06.22.2021: \$42,390.22
- Unorganized Territory TIF Warrant to be approved for: NONE

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 9:55 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, Director Bradley Nuding, and Administrator Honey. Session ended at 10:00 a.m.

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 10:02 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Sheriff Morton and Administrator Honey. Session ended at 10:25 a.m.

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 10:26 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 and Administrator Honey. Session ended at 10:55 a.m.

Meeting Adjourned-

Commissioner Sanborn moved to adjourn the meeting at 10:56 a.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Certified By:

Administrator, Erika Honey

Peter K. Baldacci, Chairman

Laura J. Sanborn, Commissioner

Andre E. Cushing, III, Commissioner