

**Penobscot County Commissioners' Meeting Minutes July 27, 2021**  
**9:00 AM**                    **Commissioners Peter Baldacci & Laura Sanborn**  
**Absent Commissioner Andre Cushing**

**2344**  
**72°**

**Roll Call -**

Commissioner Baldacci opened the meeting at 9:02 a.m. from the Commissioners Chambers with Commissioner Sanborn present.

**Approval of Minutes –**

Commissioner Sanborn moved to approve June 22, June 29 and July 6, 2021 meeting minutes. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Public Comment –**

Janet Drew – Citizen of York

Participant discussed an email she sent to York County Commissioners in which she states that there is a widespread of unmet mental health needs and using arrest as response to social needs. Participant requests to designate specified amount of ARP funds to target social infrastructure to include peer counselors, regional shelters and providers/service organizations.

**UT Update –**

Director Shaw Weeks presented the following:

- Grand Falls paving bid awarded to B & B paving that was approved last week is ready to start by the end of the week. Signed.
- Commissioner Sanborn moved to approve the fire protection agreement with Mattawamkeag for Kingman. Commissioner Baldacci seconded to motion. Vote to approve passed 2-0.
- Commissioner Sanborn moved to approve the fire protection agreement with the Town of Springfield for Prentiss Township. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
- Commissioner Sanborn moved to approve Robert Hartford as the Grand Falls snow removal vendor. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
- Director Weeks reported on the financial standing of the fiscal year end of year. There is a surplus of \$146K

**IT Update –**

Director Cliff Warren presented the following:

- The Command Central application for Spilman hasn't given us a firm timeline when they're getting around to start moving that forward; presently on hold.
- We got the second and third quarter Spilman billing payment which I will present to Director Alexander for deposit.
- Penobscot and Piscataquis Counties are looking at capital outlay projects. IT has been looking at a series of vendors of overhauling our switching network internally. A couple ideas are superior fiber, a small fiber ring on campus here as well as a fiber connection between here and the judicial center.

**EMA Update –**

Director Bradley Nuding and Deputy Director Lynn Dwelling presented the following:

- Commissioner Sanborn moved to approve the FY21 Homeland Security applications as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.
- Director Nuding presented the proposal to fund our GIS position. There have been several planning meetings attended with both with FEMA Region One out of the Boston office and their GIS department, UMaine, City of Bangor, and the County of Knox to determine how we could best focus our GIS position here to support our local municipalities work in conjunction with our county and EMA colleagues.
- EMA has received some disaster exercise requests from UMaine, Bangor Nursing and Milford Fire Department. We are working on developing scenarios with hopes that we can have them done by late summer – early fall.
- Commissioner Baldacci asked about if EMA was looking into cyber attacks. NACo has resources available to utilize.
- A training opportunity on Bomb Material Awareness will be held next week at Jeff's Catering with retired AFT agents presenting the class.
- At the Department Head Meeting last week, Director Nuding presented the Emergency Action Plan for Department Head input on educating and testing employees.
- Commissioner Baldacci asked about a potential plan for mandatory masks and vaccinations. Director Nuding stated he will reach out to the Maine Emergency Management Agency to work on that.
- EMA has returned the PPE and testing supplies back over to the Maine CDC district liaisons.

**EMA Update – Continued:**

- Director Nuding has been asked by the Associate Professor of Psychology at UMA to be on their advisory council for the university's Emergency Management graduate program.

**Administration Update –**

Administrator Honey reported on the following:

- Communication placed in the Commissioners folders:
  - There are a number of payroll status change notices for part time employees' rates to change on August 1.
  - Commissioners approved last week \$1 for every hour worked from February 2020 until June 30, 2021 for the following departments: PRCC, Sheriff's Deputies, Civil Full-Time employees and the Facilities Department; along with a one time \$1,000 payment for service during the pandemic. There will also be a portion of our correction staff receiving retro payments back to February; those were the officers that started receiving payments in September. There will be a \$59 per month if you started after that February date for the \$1000 bonus. We are still working on a plan for your consideration for those departments who worked remotely or a hybrid schedule of sorts. (Probate, DA's Office and Deeds.)
- Old Y Parking lot information:
  - A county vehicle that was not picked up from our auction last year was damaged up in the Y parking lot. A memo was sent to all staff yesterday notifying them of the incident advising to park at own risk in Y parking lot and we are currently in the process of reevaluating use for the Y.
  - There are a couple older Sheriff's vehicles and a couple county trucks that are up in that parking lot. We would like to sell those and use funds to put a plow on our current truck so that our facilities director can come and plow in between major plowing efforts.
  - Facilities Director Brian MacDonald posted the Y building with "No Trespassing" signs which will allow Bangor PD to take action if necessary.
  - Director Honey has been working with both property owners in cleaning up efforts.
  - There has been graffiti on one of the doors of the Y.

**Administration Update – Continued:**

- Miscellaneous information:
  - The Sheriff spoke to you about engaging Tilton Auction to come in and sell off some equipment that was used for their trustee program if you would be in support. Commissioner Sanborn feels we should reach out to our neighboring counties to see if they are interested in any of that equipment as it may be of value to them. Administrator Honey states that since this is the “inmate account”, any funds received from sale of this equipment will go back into that account.
  - We are anticipating that the Sheriff's Office will purchase new vehicles for the Sheriff's office, then having some others go out to bid this fall.
  - On top of our many priorities list is looking at how we can either remodel, renovate or expand on our current footprint for jail. We are looking at different space options within this area to perhaps relocate some departments on a temporary basis to open up spaces to accommodate jail renovations/expansion.
  - We had our first department head meeting discussing policies and initiatives.
  - We signed the contract for the jail cleaning services with an August 1 start date
- Employment within the County:
  - Our new Payroll Assistant started yesterday
  - Our new HR Assistant starts on Monday
  - Internal Senior Communications Operator for PRCC closes Friday
  - PRCC conducted call taker interviews last week with some good candidates and hoping to fill the vacancy gap
  - Interviews for the Jail Custodian position are being held Thursday
- Last week's meetings included:
  - Administrator Honey participated in a discussion with County Administrators last week on ARPA funds. It seems we are moving in a similar direction of gathering information and outreaching to municipalities.
  - Administrator Honey reached out to Bill Collins to see if we can get our broadband discussion presented. We'll be working on an August presentation.
  - Administrator Honey is working with the Sheriff and DA Lynch to schedule our mental health open forum. Looking to the Stepping Up Program through NACo to possibly facilitate and be involved in that discussion.
- Commissioner Sanborn moved to approve the warrants as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**Administration Update – Continued:**

- Payroll Change Notices signed for: Christopher Alley and Ellery Goode – Resignation; Dillon Coleman – Promotion; Shane Richards, Mark Paine, Althea Baker, Catherine Owens, Justin Becker, Allen Avery, Michael Kennedy, Rachel Libby, Richard Harburger, Evgeni Aleksiev, Dalton Dunnells, Jeremiah Smith, Zachary Rollins, Caleb Winter, Jacob Braz, Alexis Rodriguez, Rebecca Peters and Sheila Wakefield – Payroll Status Changes
- Payroll Warrant to be approved for 07.23.2021: \$260,480.03
- Payroll Warrant to be approved for 07.23.2021: \$626.95
- A/P Warrant to be approved for 07.27.2021: \$133,932.95
- Unorganized Territory Warrant to be approved for: NONE
- Unorganized Territory TIF Warrant to be approved for: NONE

**Meeting Adjourned-**

Commissioner Sanborn moved to adjourn the meeting at 9:45 a.m. with no further business on the agenda. Commissioner Baldacci seconded the motion. Vote to approve passed 2-0.

**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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ABSENT  
Andre E. Cushing, III, Commissioner

