

**Roll Call -**

Commissioner Baldacci opened the meeting at 9:00 AM from the Commissioners Chambers with Commissioners Baldacci & Sanborn, Administrator Honey & Treasurer Hiatt present.

Commissioner Cushing present at 9:06 AM.

**Public Comment –**

***Janet Drew – Citizen of York***

Participant discussed that ARPA funding should be used for compassionate care and shelters for people and not things such as cameras, videos and surveillance.

***Susan D'Alessandro – Citizen of Millinocket***

Participant shared on the crisis our country is facing and how we do not have enough beds necessary to take on people with drug and mental health problems. Participant states as reported that Penobscot County is home to the highest percentage of drug trafficking cases this year. In 2020, during the pandemic, Penobscot County has seen overdose deaths rise more than anywhere else in Maine; and 2021 is on track to be even busier.

**Larry Dansinger – Citizen of Bangor**

Participant presented the following comments:

- Participant feels that the ARPA funds used for hazard pay to the correction officers whether or not they have been vaccinated was not appropriate
- Culture in the jail where very few guards are out to help the inmates, the rest are out to punish
- Requesting the ARPA funds process is made public and be made participatory
- Since the county has over 100 employees, Participant is hopeful that Penobscot County will comply with that mandate.
- Participant requested that the County Officials present indicate whether or not they have been vaccinated.

Commissioner Baldacci responded by saying Penobscot County is waiting for OSHA guidance on mandating the vaccine for all County employees. As for who brought the virus in the facilities, viruses are airborne and there is no way to tell who brought it in. Commissioners believe in their correction officers as they are working in a difficult situation and trying to do the best they can for the inmates.

**DA's Update –**

ADA Mark Rucci and Office Manager Kristine Higgins presented the following:

- ADA Rucci replaced DA Marianne Lynch as the presenter due to she is attending the diversion program that is held monthly
- The Prosecutor's Conference is being held virtually this week.
- Trials are planned for the month of November; it is unclear if it will be three or six days depending on whether there's a homicide trial going
- Last month, the plan of the court for trial were for those in the jail; unfortunately, those cases were continued for one reason or another
- This month's docket call presented very old cases for people in custody and not in custody

**DA's Review (Department 5) Updated Budget Presentation-**

ADA Mark Rucci and Office Manager Kristine Higgins presented the review of the DA Budget and placed the following in order of importance:

- A full time Victims Witness Coordinator position – There are currently 3.5 Victims Witness Coordinators and 13 prosecutors; active cases in the office has increased 107%
- A Victims Witness Coordinator Supervisor position
- Increasing the part-time clerical specialist to full-time for a half a year

After discussion, it was agreed to elevate a Victims Witness Coordinator to a supervisory position, and make the current part-time Victims Witness Coordinator to a full-time position. Commissioner Cushing moved to approve DA's Budget as presented. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

**IT Update –**

Director Cliff Warren presented the following:

- Moving forward with the VMware installations in both Penobscot and Piscataquis Counties
- Putting together a wish list to bolster our infrastructure, and will provide a cost analysis once consulting with our vendors

**IT's Review (Department 15) Updated Budget Presentation-**

Director Warren and Chief Scott Wilcox, Chair of PRCS Board of Directors, presented the importance of why hiring an additional technical person would benefit the County:

- IT is in the process of taking on services for the Sheriff's Office
- Administrator Honey is in support of the hiring of an additional IT employee. The more we can support the entire facility, and providing for specialty areas.
- With the change of the incident tracking/reporting system, IT team has already logged in over 1600 tickets and is on track to come close to 2000 by end of year.
- Chief Wilcox representing PRCS Board is in full support of a new position that Director Warren has requested. IT is responsible for over 1500 end users for Spilman, Penobscot and Piscataquis County Governments proper; and indirectly help agencies with connectivity issues.

After discussion, Commissioner Cushing moved to approve IT's Budget as presented to include the hiring of a new employee. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

**EMA Update –**

Director Bradley Nuding and Deputy Lynn Dwelley presented the following:

- Requested signature on 2021 statewide emergency management mutual aid agreement. Signed.
- Part-time clerk, Scott Luciano has resigned effective November 8, 2021
- Fire department ride-along opportunities have gone well. Recently went with Holden and Eddington; and scheduled for East Millinocket this week
- Attended the Fire Academy last week with hopes of strengthening partnerships and better serving our partners
- LD1008, legislation requiring utilities to provide emergency liaisons with county emergency management agencies. Director Nuding has reached out to the Public Utilities Commission for list of entities that fall under this legislation in Penobscot County. So far, only AT&T has reached out.
- FY21 Homeland Security contract has been signed and final letters have gone out to all sub-recipients
- Public Assistance Grant has new guidance that covers previously ineligible projects since the beginning of the pandemic to now be eligible and reimbursed at 100%. EMA will reach out to our municipalities that submitted public assistance as well to inform them of the change.

**Probate Review (Department 11) Updated Budget Presentation -**

Administrator Erika Honey presented the review of the Probate budget requesting an additional clerical staff for the department. After discussion, Commissioner Cushing moved to not approve the hiring of an additional staff member and approve the budget as modified. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

**UT Update –**

Director Shaw Weeks participated with Commissioner Sanborn, Administrator Honey, Deputy Buswell and Grant Manager Carrithers in a discussion with EMDC Katahdin Regional Economic Development Director Peter Jamieson last week. The following was reported of what Mr. Jamieson is doing in the Katahdin area:

- Working with EMDC and Katahdin Higher Ed for employee training and recruiting employees
- Meeting with other organizations
- Meeting with the Maine State Chamber of Commerce meeting
- Assisting with the Tri-Town Broadband Utility
- Participated in a ribbon cutting for Wabanaki Public Health and Wellness facility

Director Weeks and Director Jamieson spoke after the meeting about the discussions concerning an opportunity to create an ATV Park destination in the Katahdin region.

**Administration Update -**

Administrator Honey presented the following:

- Communication:
  - Correspondence from Annette Dodd on the Franklin Street wall project which will be started in the spring.
  - A donation request from “Welcome to Housing”; this request was presented to our Grant Manager
  - “Penobscot County War on Drugs” article that recently reported in the BDN
- Employment within the County:
  - Assistant Jail Administrator – closed last Thursday; no update on applications
  - Jail Intake Clerical Specialist II position has closed with numerous responses
  - Rolling application process for call taker positions have two positions to fill

**Administration Update – Continued:**

- Last week's meetings:
  - Monthly department head meeting was held last week; incorporating leadership development discussions
  - Participated in discussions with Commissioner Sanborn, Director Weeks, Deputy Buswell, and Grant Manager Carrithers last Friday with Peter Jamieson from the Katahdin Region Development Board
  - First negotiations for corrections line negotiations were held last week; will continue on this Thursday
  - Payroll issues last week in which we are trying to identify the issues with this server and our TRIO application. There will be communication with the IT department and moving to a cloud application so that we are not holding up payroll going forward.
- Miscellaneous:
  - Grant Manager Lisette Carrithers reported to the Commissioners how the ARPA grant funding application process will take place. IT is working with her to build on our webpage off our website Discussion followed.
  - The Budget Committee Meeting will take place on November 10, 2021 at 5 p.m. and will be live streamed and followed via Facebook.
- Payroll Warrant to be approved for 10.22.2021: \$271,745.64
- A/P Warrant to be approved for 10.19.2021: \$51,647.16
- A/P Warrant to be approved for 10.26.2021: \$89,733.57
- UT Warrant to be approved for 10.26.2021: \$143,263.10
- UT TIF Warrant to be approved for 10.21.2021: \$4,940.68
- Commissioner Sanborn moved to approve the warrants as presented. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.
- Payroll Change Notices signed for: Scott Luciano – Resignation; Brandon Anctil, Brandon Deans, Ian Lilly, Joel Reynolds, Richard Smith, Jr. and Kevin Varnum – Payroll changes.

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 10:25 a.m., under 1 M.R.S.A. § 405 (6) (E) Legal Matter. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Erika Honey, and Director Shaw Weeks. Session ended at 10:36 a.m.

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 10:37 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, Administrator Erika Honey, Director Alexander, Treasurer Hiatt and Dick Hansen. Session ended at 11:00

Executive Session---Commissioner Sanborn made a motion to go into Executive Session at 11:02 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 Erika Honey. Session ended at 11:15 a.m.

**Recess –**

Commissioner Sanborn moved to approve recess at 11:15 a.m. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Commissioner Baldacci re-opened the meeting at 1:05 p.m.

**Action Taken –**

Commissioner Sanborn moved to approve renewal of our health insurance contract with Cigna Insurance Company with a rate increase of 10.25%. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Commissioner Baldacci nominated Holden Town Manager Benjamin Breadmore to replace Councilor Rod Black for the District 1 Budget Committee member. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

**Final Budget Approval –**

Commissioner Sanborn moved to approve the final revisions of the 2022 proposed County Budget with an overall increase of 6.948%. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Meeting Adjourned-**

Commissioner Cushing moved to adjourn the meeting at 1:10 p.m. with no further business on the agenda. Commissioner Sanborn seconded the motion. Vote to approve passed 3-0.

**Certified By:**

---

Peter K. Baldacci, Chairman

---

Laura J. Sanborn, Commissioner

---

Andre E. Cushing, III, Commissioner

---

Administrator, Erika Honey