

Penobscot County Commissioners' Meeting Minutes January 25, 2022 2368
9:00 AM Commissioners Laura Sanborn, Peter Baldacci and Andre Cushing 16°

Roll Call -

Commissioner Sanborn opened the meeting at 9:00 AM from the Commissioners Chambers with Administrator Honey present. Commissioner Baldacci participating via Zoom.

Commissioner Cushing arrived 9:03 a.m.

Treasurer Hiatt was absent

Approval of Minutes –

Commissioner Baldacci moved to approve January 11, 2022 Commissioner Meeting Minutes. Commissioner Sanborn seconded the motion. Vote to approve passed 2-0.

Public Comment -

Janet Drew – York County Resident

Participant states that the biggest take away from participating in the meetings on the ARPA funds is that the only resource for people without health insurance coverage for mental health and substance abuse is what comes through the jails. More needs to be done to set up programs for people in crisis before they end up in jail.

Michelle Anderson – Pir2Peer Recovery Center, Millinocket

Participant came before the Commissioners for guidance on who can provide assistance. Participant states that Millinocket is currently in a State of Emergency with eight people that are in the need of shelter, or at least a warming center. There is no funding available to help these people.

Commissioner Sanborn stated she will be in communication with Michelle Anderson and give her some ideas after the meeting today.

Administration Update -

Administrator Honey presented the following:

Administration Update – Continued:

Weekly communication:

- Penquis Cap is requesting a replacement of our former Finance Director, Judy Alexander to the Steering Committee. Discussion on who to nominate will be tabled until a later time.
- 2021 Annual Report form EMDC
- Office of Energy Projects – Response to Request for additional studies and request to delay issuance of scoping document of the Lowell Tannery Project

Employment within the County:

- Interviews for the Maintenance Technician position were held yesterday
- Interviews for the full-time VWA will be held this Friday
- DA's Office reopened for the full-time clerical specialist which closes on February 1
- EMA GIS position applications closed yesterday
- PRCC Call Takers positions are ongoing with three open positions
- Participated in NWDB interview Friday for the Executive Director position
- New Finance Director will be starting February 7th

Last week's meetings:

- Participated in the OSHA COVID ETS webinar with the risk pool
- Department Heads were called in to discuss communication of the new OSHA direction
- AFSCME line contract negotiations continue
- Great conversation with the AFSCME General Unit custodian work; with a follow up meeting Thursday

Last week's meetings:

- We participated with the DOL OSHA meetings on review of the employee who passed away and regarding COVID standards and practices at our jail with no adverse findings at the conclusion of the review
- Met with Machias Savings Bank reviewing of accounts and access to our new finance director coming on board. Discussion on the merchant credit card processing machine for Probate with a great plan in plan
- Our goal is to have the TAN recommendation to you by mid/end of February
- Completed the tax valuation for municipalities and will communicate today
- The VOCA grant monies were submitted; this is a two-year agreement with the first year prorated for \$41,250 and the second year \$55,000
- The monthly department head meeting was held

This week's meetings:

- I will be participating in the MACCAM meeting tomorrow
- We will be meeting with Haley Ward to discuss our renovation projects on Thursday

Administration Update – Continued:

- We are wrapping up listening sessions over the next couple weeks on ARPA funding. Lisette and Administrator Honey will be meeting to review projects as some are time sensitive, so as to evaluate eligibility under the recently released final rule
- We submitted a six-month no cost extension for COVID grant with EMA. This will allow for us to follow up on subrecipient documentation and complete the county's draw down.
- W2's are being printed today and distributed with payroll by the end of the week. Big kudos to our finance team who put in quite a few hours and significant effort to make sure that thing continue to function properly during this time of transition.

Human Relations:

- Updated COVID guidance was sent out to all staff last week per DOC and CDC guidelines
- The Booster Clinic held last Thursday had 21 participants (15 employees, 6 family members)
- We currently have eight employees out due to positive COVID tests
- We have six employees out as "unvaccinated" close contacts

Bid Opening for Nine (9) Certified Police Vehicles –

Commissioner Sanborn opened up the certified police vehicle bids for the Sheriff's Office. The following two vendors submitted their bids by the requested deadline.

Vendor	2022 Chevy Tahoe	2022 Ford Utility Police Interceptor per Unit	Total Cost for Nine
Quirk Ford of Augusta	No Bid	\$36,441.40	\$327,972.60
Darling's Auto Group	No Bid	\$36,551.00	\$328,959.00

Commissioner Cushing moved to take these bids under advisement. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

DA Update –

Office Manager Kristine Higgins introduced ADA's Joanne Lewis and Chelsea Lynds to the Commissioners. ADA Lewis discussed her role as the Domestic Violence Prosecutor in the office and her community involvement with this role.

DA Update – Continued:

ADA's Lewis and Lynds are requesting to attend a four-day Crimes Against Women Conference in May that will be held in Dallas. It is felt that this conference would be beneficial with the workshops being offered so that they will be able to participate better in the community and help more people in the prosecution of these crimes. The cost of this conference will be paid for by the monies that are in the DA's forfeiture account.

Commissioner Cushing moved to approve up to \$3400 to cover expenses related to this conference. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

IT Update –

Director Cliff Warren presented the following:

- Total tickets in the last 30 days were 235 (32 to Piscataquis)
- VMWare Deployment in Piscataquis County have largely stalled.
- Will be meeting with Eric Sedliski of GovConnection to discuss scaling and pricing of Microsoft Exchange on Thursday
- Will be meeting with WGTech to discuss scaling and pricing of Barracuda archiver and spam/antivirus filter on Friday
- Waiting to reschedule a meeting with MS-ISAC about the CSAT server
- Focus has shifted on the VMWare Deployment for Penobscot County to complete the proposal for the switch/fiber overhaul.
- Received final pricing from both the telecom provider and CMC Technology Group for the switch/fiber overhaul.
- Completed the proposal and the associated cost matrix as our existing contract is set to expire and renew automatically in March

UT Update –

Director Shaw Weeks presented the following:

- A request was received from EMDC for the Katahdin region on the economic development director position in the amount of \$5,378.22 for the month of December. Peter Jameson has moved on from this position to being the town manager for the Town of Millinocket. A question was raised as to how the funds requested will be allocated if the position is now vacant.

UT Update – Continued:

- Deputy Buswell has been working diligently out on the roads with the plow contractors. It's been a difficult winter so far with the rain, freezing rain and thawing. With that said, we've used over half the sand we have in the sheds and we're not quite halfway through winter yet. Using more salt to offset.
- Met with Simon Thorne of Consolidated Communications to discuss the broadband expansion effort in Greenfield township. Consolidated has received Rural Digital Opportunity Fund grant money from the federal government to provide "fidium" fiber to homes in certain areas of Greenfield. This does not include the Greenfield Road or portions of the Crocker Turn Road. There was discussion on bringing the Town of Greenbush into the loop as the fiber is likely to run through the town on the Greenfield Road. Broadband pricing was also discussed. Commissioner Cushing inquired as to whether we had similar discussions with other broadband providers to assure we are not showing favoritism to one vendor.
- LD1513 – "An Act to Require the Maintenance of a Discontinued Public Road that Provides the Sole Access to One or More Residences" is being followed.
- LD1794 – "Resolve, Authorizing the State Tax Assessor to Convey the Interest of the State in Certain Real Estate in the Unorganized Territory". Three of those are in Penobscot County – 2 in Kingman and 1 in Argyle.
- LUPC decision on Hammond Ridge Development Subdistrict was unanimous to approve
- Director Weeks presented the budget as of January 19th which is 52% of the way through the year. Fire, ambulance and snow removal are being watch closely as they are showing signs of increase costs.
- It was requested that Director Weeks check with Aroostook County to see if it would be worthwhile to form an alliance with their newly created EMS regional service.
- Director Weeks presented the Commissioners a 5-year analysis of expenses and revenues

Administration Update – Continued:

- Payroll Warrant to be approved for 1.14.2022: \$248,214.02
- Payroll Warrant to be approved for 1.21.2022: \$247,429.95
- A/P Warrant to be approved for 01.18.2022 FY 21: \$ 70,586.17
- A/P Warrant to be approved for 01.18.2022 FY 22: \$ 370,529.41
- A/P Warrant to be approved for 01.25.2022 FY 21: \$ 16,342.57
- A/P Warrant to be approved for 01.25.2022 FY 22: \$ 454,712.57

Administration Update – Continued:

- UT Warrant to be approved for 01.18.22: \$88,219.32
- UT TIF Warrant to be approved for: NONE
- Commissioner Cushing moved to approve the warrants as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.
- Payroll Change Notices signed for: Andrew Hall – Hired Probate; Christopher Boulier – Promoted; Lisette Carrithers, Steven Saucier, Laura Sanborn, Peter Baldacci, Anastasia Davis, Tyler Cochran, Eric Tripp, and Daniel Gastia – Payroll Status Changes

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 9:55 a.m., under 1 M.R.S.A. § 405 (6) (D) Contract Matter. Commissioner Baldacci seconded the motion. Vote to approved passed 3-0. Present were: Commissioners and Administrator Honey. Session ended at 10:15 a.m. NO vote taken.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 10:16 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Baldacci seconded the motion. Vote to approved passed 3-0. Present were: Commissioners and Administrator Honey. Session ended at 10:44 a.m. NO vote taken.

Meeting Adjourned-

Commissioner Cushing moved to adjourn the meeting at 10:45 a.m. with no further business on the agenda. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Certified By:

Administrator, Erika Honey

Laura J. Sanborn, Chairman

Peter K. Baldacci, Commissioner

Andre E. Cushing, III, Commissioner