

**Penobscot County Commissioners' Meeting Minutes February 8, 2022 2370**  
**9:00 AM Commissioners Laura Sanborn, Peter Baldacci and Andre Cushing 35°**

**Roll Call -**

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

**Approval of Minutes –**

Commissioner Cushing moved to approve January 25 and February 1, 2022 Commissioner Meeting Minutes. Commissioner Sanborn seconded the motion. Commissioner Baldacci abstained. Vote to approve passed 2-0.

**Public Comment -**

***Larry Dansinger – Citizen of Bangor***

Participant referred to last week's meeting when it was asked about inmate phone calls in the jail being listed to. Participant thanked Sheriff Morton for responding to his inquiry which Sheriff reported that is not Penobscot County's process. Participant spoke to the author at the Maine Monitor who stated in order to receive this FOAA information, Penobscot County would have charged an exorbitant fee. There is some concern about the lack of transparency and there should not be a cost that prohibits this information.

Commissioner Cushing does not oppose anyone's right to state their opinions during public comment; however, he takes umbrage on the continued accusations that the Sheriff's Office are doing something regarding inmates that is not appropriate.

Commissioner Baldacci is not offended, as this is part of being a public servant. The Sheriff's response was informative and helpful.

***Janet Drew – York County Resident***

Participant appreciates the dialog of the weekly Commissioner meetings and accessing information. Participant is looking for more data to find out where the gaps are.

**Deeds Update –**

Register Susan Bulay reported the following:

- Document count for January was average at 2740 documents
- January revenue was up 8% with \$102K turned over to the general fund
- The Remote Online Notary group that Register Bulay participated in is complete and legislation should be submitted to the Judiciary Committee next week. This is close to the National Uniform Notary Law with a few adjustments.

**Approval of Transfers –**

DA Office Manager Kristine Higgins presented the following:

- State vs Cohen in the forfeiture amount of 15% of \$57,997 – Bangor PD case
- State vs Keenan in the forfeiture amount of 15% of \$5,556 – Orono PD case
- State vs Peakall in the forfeiture amount of 15% of \$1,525 – Bangor PD case
- State vs Dow in the forfeiture amount of \$717 to go directly to the Sheriff's Office

Commissioner Cushing moved to approve these transfers as presented. Commissioner Baldacci seconded the motion. Vote to approve moved passed 3-0. Signed.

**ARPA Update –**

Administrator Honey presented the following:

- About \$957K of the ARPA funds that we have obligated, expended and allocated thus far
  - Including our grant manager for the duration of the funding period of four years
  - Premium and hazard pay since the beginning of the pandemic
  - Listening session facilitator
- The final listening session takes place via zoom tonight; our facilitator hopefully will present her findings to you by the end of the month
- We are then looking to have a budget for our internal needs
- We are looking to deploy in the April timeframe for external fundings

IT Director Cliff Warren presented the Penobscot County Network Enhancement Project which is a time-sensitive internal need:

**ARPA Update – Continued:**

- This project will update the cabling, network infrastructure, virtual server infrastructure and voice communications systems by:
  - Increase network data throughout and accessibility to better provide VPN connectivity for remote accessibility
  - Increase resiliency and redundancy of our internal network infrastructure
  - Provide greater power redundancy capabilities (uninterruptable Power Supply/Battery Backup)
  - Upgrade server systems to latest operating systems and application versions
  - Increase server storage and processing capacity
  - Create network redundancy on campus to provide for potential failures of our Main Distribution Frame or any of the Intermediate Distribution Frames
  - Provide for greater, more native network connectivity between the Penobscot County campus and the Judicial Center
  - Extend wireless capacity throughout both the campus and potentially within the Judicial Center
  - Increase the capacity and functionality of our VoIP telephony system
- Grant Manager Lisette Carrithers explained why this will be covered by ARPA funding. The proposed upgrades to the power supply redundancy and server capacity, along with extending and securing the network increase the county's ability to respond to situations like we faced with the lockdown. Redundancy means that should there be power interruptions in one area, we can compensate. Increasing server capacity means that should we need to disperse to work remotely, we can do the work the county needs without compromise or interruption. The same is true with extending the network to the judicial building. This will allow for trials to continue in a safe and secure manner and avoid the backlog of cases we still face, as well as potentially shortening the amount of time people are incarcerated.
- Director Warren states that this project is time sensitive as we need to notify our current vendor before March 20<sup>th</sup> that we will not re-sign the contract with them; otherwise, it will automatically be renewed until March 2025.
- Commissioner Cushing moved to approved the proposed Network Enhancement Project to CMC Technology Group and Consolidated Communications in the amount of \$367,512.60 contingent on legal review of procurement. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

**ARPA Update – Continued:**

Administrator Honey and Lt. Keith Hotaling presented for approval the following:

- Upgrade to the timekeeping system within the County. The current system is over 20 years old and on December 31<sup>st</sup>, the software for four clocks will not be supported. At this time the clocks being used are not working correctly as they are outdated, with no parts to be found. The one-time total of \$15K will replace four clocks, with facial recognition capabilities, which will benefit of having multiple time keeping capabilities to reduce contact.
- Commissioner Cushing moved to approve a one-time \$15K to replace the timekeeping system and \$9,600 annual service fee for the year. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Grant Manager Lisette Carrithers stated that tonight will be the last listening session and she will be closing the website survey tonight. There have been over 100 responses on the survey which will be added to the facilitators report.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 9:50 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, Administrator Honey, Sheriff Morton, Chief Deputy John Knappe, Lt. Keith Hotaling, Lt. Jim Ellis, Director Shaw Weeks and Treasurer John Hiatt. Session ended at 10:50 a.m. NO vote taken

**Sheriff's Update –**

Sheriff Troy Morton presented the following:

- Commissioner Baldacci moved to approve Quirk Ford of Augusta bid for nine (9) certified police vehicles in the amount of \$327,972.60. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- There is ongoing discussion with the Maine State Police on resource sharing; at this time, we have not yet been able to resolve and have a May 1<sup>st</sup> deadline
- In-house jail population is 171 (147 males/ 24 females); 27 boarded out to other facilities, and we are holding six (6) (3 males/3 females) MDOC inmates
- Sheriff addressed Larry Dansinger's comment on the unreasonable fee for the FOAA request. Sheriff reported that these fees do not come from the Sheriff's Office, but the attorneys of SECURUS who hold these records in Dallas, Texas. There had been communication with our attorney and SECURUS attorney's.

**Sheriff's Update – Continued:**

- Corrections staffing is still a struggle. Sheriff thanks Administrator Honey and her team in figuring out ways to staff these positions.
- The Board of Visitors meeting was held last week with election of a new chair and new members in attendance. The following are members of the Committee: Boyd Kronholm – Chair, Pat Kimball, Jason Clark, Derek Wood, Pat Grantham, Kenny Cleaves, Amy Clark, Jim LaPierre, Jason Moffatt and Scott Wilcox.
- Sheriff spoke of the release package provided to those inmates leaving the facility.

**Administration Update -**

Administrator Honey presented the following:

Communication:

- Penquis Community Needs Assessment that Kara Hay spoke us at last week's meeting
- NACo on what makes our county great
- Lowell Tannery Project

Employment within the County:

- Welcome to our new Finance Director Jason Mallar. Sara McLaughlin will be here Friday to review some priorities. DJ Bowden will be stay on through the month of February.

This week's meetings:

- ARPA final listening session will be held tonight
- Risk Pool and MCCA meeting will be held tomorrow
- Corrections Line Unit negotiations will be held Friday
- Administrator Honey will be out of the office Thursday
- VOYA will be on site tomorrow

Next week's meetings:

- Department Head meeting next Thursday

Warrants:

- Payroll Warrant to be approved for 02.04.2022: \$251,072.15
- A/P Warrant to be approved for 02.08.2022 FY 21: \$ 42,633.50
- A/P Warrant to be approved for 02.08.2022 FY 22: \$ 230,197.44
- UT Warrant to be approved for: NONE
- UT TIF Warrant to be approved for: NONE
- Commissioner Baldacci moved to approve the warrants as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Administration Update – Continued:**

- Payroll Change Notices signed for: Toni Davis, Dillon Coleman, McKenzie Madden, Ryan Buck, Jesse McCombs, Anthony Heal and Nicholas Covell - Payroll Status Changes.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:10 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, Administrator Honey and Director Bradley Nuding. Session ended at 11:15 a.m. NO vote taken

**Meeting Adjourned-**

Commissioner Cushing moved to adjourn the meeting at 11:16 a.m. with no further business on the agenda. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

**Certified By:**

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Administrator, Erika Honey

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Laura J. Sanborn, Chair

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Peter K. Baldacci, Commissioner

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Andre E. Cushing, III, Commissioner