

Roll Call -

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

Commissioner Cushing arrived 9:05 a.m.

Treasurer John Hiatt was absent

Public Comment -

Janet Drew – Resident of York County

Participant is happy to hear more about ARPA money and the RFP process that will be reported at today's meeting. Participant is hopeful that the ARPA funding will focus on community aspects such as housing, substance use, mental health and housing.

PRCC Update –

Director Chris Lavoie and Deputy Josh Lilley presented the following:

- Fish Hill site work will be completed by March 18th
- Electronic parts for the radio project are delayed until August
- The southern part of the county project will not be completed by the spring deadline
- End users are requesting the status of the project; IT will work on the website to provide a secure portal for end users and another for the public without disclosing the finer points. Detailed information cannot be posted that will make any of our sites vulnerable to vandalism or criminal acts.
- Staffing: a new hired started yesterday; two more have conditional offers and are going through the background process
- Congratulations to Supervisor Chris Fox who has obtained his Emergency Number Professional certification. He is the first employee in RCC that has obtained this certificate. There are only six in the state and three work for 9-1-1 centers.
- The DA's Office trained about 30% of our staff on domestic violence strangulation calls; with more sessions scheduled for the rest of the center. It is with hope in the future we can continue training on one topic a year with the DA's Office.
- The PRCS Board meeting at the end of the month
- In May we will be hosting the Maine Fire Chiefs Association

Approval of Minutes –

Commissioner Baldacci moved to approve March 8, 2022 Commissioner Meeting Minutes. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

UT Update –

Director Shaw Week's reported the following:

- Director Week's, Deputy George Buswell attended the Drew Plantation Special Meeting regarding deorganization last week. Discussion followed on the next steps in the process.

Public Hearing –

Commissioner Cushing moved to open the Public Hearing on a Special Event Permit for the Millinocket X-Stream Canoe Race at 9:15 a.m. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Event Contact, Christopher Howe attended the meeting via Zoom and was able to provide information to the Commissioners. This race is the first-year event taking place on June 4, 2022 consisting of 7.3-miles. This event has been advertised on Facebook, through word of mouth and MaCKRO (Maine Canoe & Kayak Racing Organization) has it listed on their site. Chris is expecting between 25-50 participants. Chris has been close contact with the American Canoe Association providing direction to make sure we're compliant with the requirements involved. Chris will notify the Game Warden Service and the Penobscot County Sheriff's office of the event.

Commissioner Baldacci moved to close the Public Hearing at 9:24 a.m. with no further discussion. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Commissioner Baldacci moved to approve the Special Event Permit as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0. Signed.

UT Update – Continued:

- Summary of fuel clauses were discussed with most of the contracts having optional fuel clauses and a couple having no optional fuel clause on their contracts.
- Discussion on a LUPC request for review and comment on Application #ZP 783-A from Cross Road Solar at the Cross Road in Greenfield Township.

UT Update – Continued:

Director Weeks will draft a letter for their approval at next week's meeting on the comments from the Commissioners.

- Concerns were brought to the Commissioners about mileage rates from employees traveling with personal vehicles.

Deputy George Buswell reported the following:

- It's been a busy winter with 2.5 precipitation events every week all winter
- Due to corrections made with some of our plow contractors to cut back on sand and adding salt in the sheds, it looks like we will make it through the winter
- Concern for the rest of the winter is mud with 23 miles of dirt roads

DA's Update –

Office Manager Kristine Higgins and ADA Chelsea Lynds presented the following:

- Staffing: a new Victim Witness Advocate has been hired with her first day Monday, March 28; the Clerical Specialist I position has been reposted.
- State vs Allen in the forfeiture amount of 15% of \$1,970 to the DA Office. Commissioner Baldacci moved to approve this request. Commissioner Cushing seconded the motion. Vote to approve passed 3-0. Signed.
- ADA Lewis received a scholarship to the four-day Crimes Against Women Conference that she and ADA Lynds will be attending in May saving us approximately \$1,800.
- ADA Lynds presented information on the National Cyber Crime Conference in Massachusetts she would like to attend in April with Commissioners approval. Commissioner Cushing moved to approved up to \$1,400 for ADA Lynds to attend this Conference using funds from the criminal forfeiture account. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Sheriff's Update –

Sheriff Troy Morton provided the following:

- In-house jail population is 139 (112 males, 27 females); 64 boarded out to other facilities at a daily cost of \$4,800, no federal inmates or holds and a one for one county swap. There are **198** inmates in pre-trial services; 93 were diverted from the jail.

Sheriff's Update – Continued:

- Versant Power shut off our electricity, causing the jail control room panel system severe damage
- The kitchen in the jail is back in working order
- Sheriff participated in the Chamber of Commerce “Hot Stove” meeting last Saturday. There was discussion on the good work the County is doing with open dialog on the use of ARPA funding. There was a comment about input from folks that do not reside in Penobscot County at the listening sessions.
- A retirement luncheon will be held on March 25th for Captain Richard Clukey
- Working on new and current law enforcement contracts
- Staff Sergeant Pelletier’s supervisory position in Hermon has been opened
- The Domestic Violence Coordinator position which has been funded through grants, has run out. We are hopeful that there will be an extension for another grant to continue funding this position.
- Discussion on two types of body/in-car cameras took place. Sheriff is in support of the request of cameras; however, the uncertainty about additional staffing moving forward versus funding the camera project is a concern. Commissioner Baldacci stated that in his opinion we have no capacity to do additional staffing control; this is more for all the current effects.

Commissioner Baldacci moved to approve the grant request for body cameras and dash cams in the amount of \$424K over five years. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 10:00 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, Grant Manager Lisette Carrithers and Finance Director Jason Mallar. Session ended at 10:40 a.m.

ARPA Fund Update –

Grant Manager Lisette Carrithers presented the following:

- Applications will be accepted April 15th for a two-month period; closing June 15th
- Reviews will be on a rolling basis
- The entire application process is ONLINE only

ARPA Fund Update – Continued:

- Applications can be submitted from any device with an internet connection, including phones
- The link for applications will be found on our webpage beginning April 15th
- Confirmation will be emailed to recipient acknowledging the creation of an application and receipt by the county of the application
- Applications are locked on submission
- Applications can be withdrawn due to errors by contacting the Grant Manager
- Beneficiary application will be capped at \$25K; specific to smaller non-profits that may not qualify for federal funding otherwise
- Sub-recipients must support Federal reporting and accounting measures, monies will start at \$25K
- Only one application per organization will be reviewed
- The evaluation process was discussed

Finance Update –

Finance Director Jason Mallar presented the following:

- According to the necessary calculations allowed by statute, we are able to borrow \$4.7M for the TAN this year.
- Commissioner Baldacci moved to approve Director Mallar go out to bid for the \$4.7M TAN. Commissioner Cushing seconded the motion. Vote to approve 3-0.
- Paperwork for the audit has been provided to the accountants; the site visit will take place in the next couple weeks

Administration Update -

Administrator Honey presented the following:

Communication:

- LUPC notice of filing in Argyle Township
- Request on the County website for very old documents for the Town of Exeter
- Status updates on the hydroelectric projects for Stillwater, Orono and Milford hydroelectric diadromous fish passage

HR:

- Updates will be provided weekly via a spreadsheet to the Commissioners

Administration Update – Continued:

Last week:

- Participated in the Risk Pool meeting last week with discussion on vehicle damage claims and how these can be reviewed
- Commissioner Baldacci participated in the MCCA meeting with discussion on a Fall Convention. All three of our commissioners are in favor of attending.

This week:

- Was notified by EMDC that they were awarded a \$750K grant that supports jail diversion work and workforce development. We are working on collaboration with EMCC on different programs that will benefit from this grant.
- Our department head meeting will be this Thursday with discussion on electronic record management, website upgrade and time clock project.
- Director Mallar, Grant Manager Carrithers will meet with First National Bank on Friday with discussion on a number of items
- Continued issues with of payroll software system; exploring going out for an RFP
- There is early conversation with health insurance renewal taking place

Warrants:

- Payroll Warrant to be approved for 03.11.2022: \$262,534.63
- A/P Warrant to be approved for 03.15.2022: \$ 446,639.67
- UT Warrant to be approved for 03.15.2022: \$41,893.93
- 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.

Payroll Change Notices signed for: Betsy Peasley, Stephen Crocker, Desiree S. Hesseltine – Hired Full-time; Mark Paine – Payroll Status Change.

Executive Session---Commissioner Cushing made a motion to go into Executive Session at 11:13 a.m., under 1 M.R.S.A. § 405 (6) (A) Personnel Matter. Commissioner Baldacci seconded the motion. Vote to approved passed 2-0. Present were: Commissioners and Administrator Honey. Session ended at 11:59 a.m.

Commissioner Cushing left the session at 11:45 a.m.

Action Taken - NONE

Meeting Adjourned-

Commissioner Baldacci moved to adjourn the meeting at 12:00 p.m. with no further business on the agenda. Commissioner Sanborn seconded the motion. Vote to approve passed 2-0.

Certified By:

Administrator, Erika Honey

Laura J. Sanborn, Chair

Peter K. Baldacci, Commissioner

Andre E. Cushing, III, Commissioner