

Penobscot County Commissioners' Meeting Minutes June 14, 2022 2388
9:00 AM Commissioners Laura Sanborn, Peter Baldacci and Andre Cushing 66°

A moment of silence was held for Representative Jeffery Gifford from the Town of Lincoln.

Roll Call -

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

Treasurer John Hiatt was absent

Approval of Minutes –

Commissioner Baldacci moved to approve June 7, 2022 Commissioner Meeting Minutes. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Public Comment –

NONE

Deeds Update –

Register Susan Bulay reported the following:

- The plan books that were sent out for restoration have come back and a sample from 1910 was reviewed by the Commissioners
- Document count for May were 10% below average with 3,303 documents
- Revenue was up 15% with \$132K turned over to the general fund
- There has been an issue with the contracted company who does our maintenance/service on our map copier/scanner/printer. There have been multiple calls to the vendor with no resolve at this time

UT Update -

Director Shaw Weeks presented the following contract for approval:

- Commissioner Baldacci moved to approve the renewal of the Matagamon Wilderness liquor license. Commissioner Cushing seconded the motion. Vote to approve passed 3-0. Signed.
- There was a notice of filing from LUPC received from King Pine Wind Maine, LLC; application is not available at this time

UT Update – Continued:

- Administrator Honey and Director Weeks attended the Drew Plantation deorganization meeting last week
- We are working on insurance coverage for former Kingman fire department.
- Meetings are being planned with Springfield, Howland and East Millinocket Fire departments

Cooperative Salt Purchase Bid Opening –

Commissioner Sanborn opened up the winter salt bids for the Unorganized Territory. The following four vendors submitted their bids by the requested deadline.

Vendor	Northern Region 2471 tons	Southern Region 3358 tons
Cargill	No Bid	No Bid
Eastern Salt Company	No Bid	No Bid
Morton Salt	110.04	98.34
New England Salt, LLC	88.75	79.85

Commissioner Cushing moved to award New England Salt, LLC the winter salt vendor. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Facilities Update –

Director Brian MacDonald reported the following:

- The intake room jail project is almost finished
- It was found that the bathroom on Franklin Street in the Probation and Parole office was never installed correctly. Discussion followed on options for that space
- Discussion on street solar lighting for the art project; this should be finished up end of this week
- Last months generator test was cancelled due to the unstable condition of the jail control room
- The two boilers for the campus have unrepairable issues. A temporary solution with quotes were provided to the Commissioners for two new boilers that can be moved when necessary and a trailer-mounted rental boiler.

Facilities Update – Continued:

- The wall hung boilers on Franklin Street continue to fail; luckily parts are still able to be found. Next years budget will have a requested increase of \$45K to get these boilers replaced
- Commissioners are requesting to tour the Franklin Street properties
- In hopes that the Post Office lobby flooring will be replaced this weekend
- There is little information on the jail elevator re-modernization; last call the vendor stated that it is still in engineering

Finance Update –

Director Mallar presented a report on expenditures and revenues through May 30, 2022:

On Expenditures:

- Commissioners, Buildings, Jail, and IT departments are running a little over. Some should balance out in the next couple months. However, with rising costs of fuel, food and other goods, there may be some overspending
- Currently, overall, we have spent 45.53% of our budget.

On Revenue:

- Gas tax reimbursement has been received

Administration Update –

Communication:

- Article found on BDN regarding the State Police plans to restructure

Employment within the County:

- Updated spreadsheet on open positions
- Administrator Honey participated in the EMA deputy director position; hopefully will fill that position end of week
- IT Director Warren has resigned after 18 years of service with the County

This week:

- Will meet with the PRCC Board tomorrow morning to advise them of Director Warren's resignation
- Our Health Fair takes place tomorrow from 11 a.m. to 4 p.m.

Administration Update – Continued:

Last Week:

- Been in discussion with the AFSCME general unit regarding Clerical II positions in the DA's Office; an agreement has taken place
- Attended the Drew Plantation deorganization meeting
- Participated with Finance Director Mallar and the State on jail funding budgets
- Communication was sent out to municipalities regarding state funds available for providing immediate housing units before the year end

Next Week:

- The County will be off Monday in observance of Juneteenth

Miscellaneous:

- Preliminary results from our shared services survey with 17 municipalities responding
- NWDB lease is coming up and discussions will take place
- Jennifer from our HR department will be attending a conference in Waterville
- There will be a retired flag collection box provided in our building

Warrants:

- Payroll Warrant to be approved for 06.10.2022: \$ 304,993.21
- A/P Warrant to be approved for 06.14.2022: \$ 286,098.39
- 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.

Payroll Change Notices signed for: Elizabeth Doyle (Sheriff), Jerrett Davis (Probate) and Olivia Devine (PRCC) – Hired Full time; Daren Mason, Sumner Sewall and Lynn Dwelley – Resignation; Nicole Matthes and Maxine Bruton – Promotion; Althea Baker, Shelley Carver, Olivia Devine, Laurel Kolenda, Suzanne LaBun, Jeanne Orcutt and Janey Ross – Payroll Status Changes

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 9:50 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, Administrator Honey and Director Jason Mallar. Session ended at 9:59 a.m.

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 10:00 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, Administrator Honey, HR Coordinator Michelle LaBree, Sheriff Morton, John Nuttall, Capt. Hardwick and Attorney John Hamer. Session ended at 11:30 a.m.

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 11:31 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 Honey, Director MacDonald and Director Mallar. Session ended at 11:59 a.m.

Meeting Adjourned-

Commissioner Baldacci moved to adjourn the meeting at 12:00 p.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Certified By:

Administrator, Erika Honey

Laura J. Sanborn, Chair

Peter K. Baldacci, Commissioner

Andre E. Cushing, III, Commissioner