

Penobscot County Commissioners' Meeting Minutes October 25, 2022 2407
9:00 AM Commissioners Laura Sanborn, Peter Baldacci and Andre Cushing 60°

Roll Call -

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

Dep. Admin. LaBree and Treasurer John Hiatt were absent

Approval of Minutes –

Commissioner Baldacci moved to approve October 18, 2022 Meeting Minutes. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

ARPA Update –

Grant Manager Lisette Carrithers presented the ARPA 3rd Quarter P & E Report for approval to add to the website. Commissioner Cushing moved to approve the report as presented and the posting of it online. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

ARPA Sub-Recipients Awarding of Checks –

Grant Manager Lisette Carrithers introduced members of organizations that were awarded ARPA monies.

- Eastern Area Agency on Aging – Chris Street - \$50,000
- Millinocket Memorial Library/Mobilized Katahdin – Diana Furukawa - \$150,000
- Millinocket Regional Hospital – Bob Peterson- \$1,067,440
- Katahdin Higher Education Center/EMCC – Deborah Roundtree & Jane Loxterkamp - \$150,000
- B.A.R.N. – Robert Fickett \$273,300

Each member discussed how the awards would help further their efforts to make Penobscot County a better place to live for everyone. They also thanked the Commissioners.

Public Comment –

Janet Drew – Resident of York County

Participant appreciated hearing the ARPA grant presentation and is hopeful to hear more in the future.

Administration Update –

Administrator Adkins presented the following:

- Director Lavoie and Administrator Adkins presented the Aroostook County Contract. Signed
- Senior Operator Bradley Fitzgerald has been promoted to Deputy Director
- Director MacDonald provided the extension of the County Snow Plow Contract. Signed
- Finance Director Mallar and Administrator Adkins met last week with Machias Savings Bank. Discussion followed.

UT Update –

Director George Buswell presented the following:

- Scraggly Lake Road culvert has an environmental impact and needs replacement. Commissioner Baldacci moved to approve Plymouth Engineering to provide an estimate in the amount of \$9,500. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Commissioner Baldacci moved to approve donate \$250 to the Kingman's Veteran's Memorial for lighting this year. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Will present next week:
 - UT Budget
 - TIF Budget

Sheriff's Update –

Sheriff Troy Morton presented the following:

- In-house jail population is 161; 73 boarded out to other facilities, 88 inmates in Pre-trial Services
- Discussion on the jail dishwasher that needs to be replaced; Commissioners are in support of the dishwasher replacement
- Sheriff is looking for the custodian situation to be resolved for the Sheriff's Offices
- Control Room and Elevator projects are being continued; discussions taking place on how inmates can be transferred out in order to get this work completed

Sheriff's Update – Continued:

- There was a recommendation that Commissioners, Sheriff and County Administrators attend a City of Bangor government operations meeting to discuss ongoing jail challenges
- Staff from corrections and law enforcement attended the Husson University job fair for recruitment purposes
- AB in-house training is being considered to try for newly hired correctional officers
- Hybrid scheduling for both law enforcement and corrections are being considered
- "No Shave November" and "Breast Cancer Awareness" initiatives are taking place again this year
- Senator Collins Office notified us that we received the COPS Grant
- Patrol is down three officers with potentially two more leaving
- Law Enforcement has been incredibly busy with substantial drug seizures over the past couple weeks
- Deputies have been responding to incidents where folks are struggling with food insecurity
- Two businesses have stepped forward and offered monies to our Officers Fund for the Secret Santa initiative

2023 Budget Review –

Sheriff – Department 12

Sheriff Troy Morton revisited his department's budget for the 2023 calendar year. After discussion, the following modifications took place:

- Vehicles: costs are going up \$8K each; keeping older vehicles for school resource officers
- Buyout: lowered from \$45K to \$30K
- Firearms project: lowered from \$60K to \$40K
- 2023 / Expenditures - \$7,165,847 Revenues - \$2,387,445

Commissioner Cushing moved to take approve this budget as presented with modifications; Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Civil – Department 13

Sheriff Troy Morton revisited his department's budget for the 2023 calendar year. After discussion, the following modifications took place:

2023 Budget Review – Continued:

Commissioner Baldacci moved to take approve this budget as presented with modifications of revenue and hiring a full-time civil officer; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

- 2023 / Expenditures - \$473,734.96 Revenues - \$ 502,700.00

Corrections – Department 9

Sheriff Troy Morton revisited his department's budget for the 2023 calendar year. After discussion, the following modifications took place:

Commissioner Baldacci moved to take approve boarding costs lowered from \$1.8M to \$1.2M. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Commissioner Baldacci moved to adjust the custodian line to reflect one custodian; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Commissioner Baldacci moved to approve this budget as presented with modifications; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

- 2023 / Expenditures - \$13,636,574.19 Revenues - \$ 11,286,099.24

There was further discussion on salary for the command staff in all three divisions; discussion on retention of employees for the entire county. More to follow.

Deeds – Department 10

Registrar Susan Bulay revisited her department's budget for the 2023 calendar year. After discussion, the following modification took place:

- Commissioner Baldacci moved to modify a full-time clerical specialist position to a 24-hour part-time position. Commission Cushing seconded the motion. Vote to approve passed 3-0.
- At this time the final salary determination is taken under advisement for Registrar Bulay
- Commissioner Cushing moved to approve this budget as presented with modification; Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.
- 2023/ Expenditures - \$ 410,839.24 Revenues - \$ 1,200,000.00

2023 Budget Review – Continued:

Probate – Department 11

Registrar Renee Stupak revisited her department's budget for the 2023 calendar year. After discussion, the following modification took place:

- Provide a 24-hour position that will be paid 12 hours payroll and 12 hours surcharge with permission to start the advertisement immediately.
- Commissioner Cushing moved to approve this budget as presented with modification; Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$567,779 Revenues - \$ 245,000

DA – Department 5

Office Manager Kristine Higgins revisited her department's budget for the 2023 calendar year. After discussion:

- Commissioner Baldacci moved to approve promoting internally an Administrative Assistant. Denial of a 5% pay increase for the Victim Witness Advocates. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$1,410,036 Revenues - \$ 6,000.00

Buildings – Department 8

Director Brian MacDonald revisited his department's budget for the 2023 calendar year. After discussion, the following modifications took place:

- Pest and Sanitation reduced to \$1200
- Parking Lot – reduced from \$60K to \$50K
- Heating Fuel – reduced to \$200K
- Clothing – reduced to \$1500
- Commissioner Baldacci moved to approve this budget as presented with modifications; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$1,209,778.47 Revenues – N/A

Building Improvements – Department 32

Director Brian MacDonald revisited his department's budget for the 2023 calendar year. After discussion, the following modification took place:

2023 Budget Review – Continued:

- Boilers reduced from \$225K to \$150K
- Commissioner Baldacci moved to approve this budget as presented with modification; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$150,000.00 Revenues - N/A

Penobscot County Extension Services - Department 35

Administrative Support Supervisor, Theresa Tilton revisited her Budget for the 2023 year. After discussion:

- Commissioner Cushing moved to approve this budget as presented at \$90,000; Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$90,000 Revenues – N/A

IT – Department 15

Director Butler revisited his Budget for the 2023 year. After discussion:

- Commissioner Baldacci moved to approve this budget as presented as modified; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$888,044.95 Revenues - \$ 10,000

Finance – Department 7

Director Mallar revisited his Budget for the 2023 year. After discussion:

- Commissioner Baldacci moved to approve this budget as presented as modified; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$413,908.55 Revenues – N/A

Donations – Department 34

Director Mallar revisited the Program Budgets for the 2023 year. After discussion:

- River's Edge – Bella's House: due to incomplete information, this request will be removed; Commissioner Sanborn will reach out to the director.
- B.I.L.L.S. - Commissioner Baldacci moved to approve \$15K to B.I.L.L.S.; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

2023 Budget Review – Continued:

Insurance, Retiree's - Department 22

Director Mallar revisited the Insurance, Retiree's budget for the 2023 year. After discussion:

- Commissioner Baldacci moved to approve \$80,000 for this budget; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

EMA – Department 3

Administrator Adkins revisited EMA's budget for the 2023 year. After discussion:

- Commissioner Cushing moved to approve six months of p/t finance person into EMA's operations for cross training purposes. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.
- 2023 / Expenditures - \$415,187.64 Revenues – \$214,126

Wage Adjustments – Department 40

Commissioner Cushing moved to modify Wage Adjustments (Department 40) from \$30,000 to \$45,000. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Final Budget Approval –

Commissioner Cushing moved to approve the final revisions of the 2023 proposed County Budget as presented. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Warrants:

- Payroll Warrant to be approved for 10.21.2022: \$ 288,117.33
- A/P Warrant to be approved for 10.25.2022: \$ 200,252.06
- UT Warrant to be approved for 10.25.2022: \$123,108.32
- 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: Kristie Shaw-Withee – Hired Full-time; Bradley Fitzgerald - Promoted

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 11:55 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 Adkins and Director MacDonald. Session ended at 12:25 p.m.

Action Taken - None

Meeting Adjourned-

Commissioner Baldacci moved to adjourn the meeting at 12:26 p.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Certified By:

Administrator, Scott A. Adkins

Laura J. Sanborn, Chair

Peter K. Baldacci, Commissioner

Andre E. Cushing, III, Commissioner