

**Penobscot County Commissioners' Meeting Minutes November 1, 2022 2408**  
**9:00 AM Commissioners Laura Sanborn, Peter Baldacci and Andre Cushing 52°**

**Roll Call -**

Commissioner Sanborn opened the meeting at 9:00 AM from the Commissioners Chambers with Commissioner Baldacci, Administrator Adkins and Dept. Admin. LaBree present. Commissioner Cushing participating via Zoom.

Treasurer John Hiatt was absent

**Approval of Minutes –**

Commissioner Baldacci moved to approve October 25, 2022 Meeting Minutes. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Public Comment – None**

**UT Update –**

Director George Buswell presented the following:

- Paving on the Mud Pond Road in Prentiss Township starts tomorrow
- Municipalities have their salt/sand sheds readied for winter
- There is still a beaver problem on Myra Road in Greenfield Township
- Provided a snapshot of TIF expenditures and projects. Discussion continued.

Director Buswell presented the Unorganized Territory FY24 Budget:

- Due to increases in contracts as well as anticipating Drew Plantation becoming unorganized, our budget shows a 16.94% increase from last year.
- Commissioner Baldacci moved to approve overriding the LD1 Cap to 9.34%. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- After discussion Commissioner Baldacci moved to approve this budget as presented; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Expenditures - \$ 2,290,790      Revenues - \$ 422,721

**Facilities Update –**

Director MacDonald reported the following:

- The new boilers have been shipped and are expected on campus next week. Installation will take place the second week of November

**Facilities Update – Continued:**

- Discussion on quotes for the new replacement dishwasher; Commissioner Baldacci moved to approve the purchase from Caprara Food Service Equipment for \$14,657 for dishwasher and \$375 for start-up. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**IT Update –**

Director Doug Butler presented the following projects:

- Gathering requirements for audio / visual in the Commissioners Chambers
- Beginning to deploy new network switches in specific locations
- Identified issue with cooling unit in basement level computer room
- Now that cooling is on line, we can begin deploying two new servers in the basement level data room
- Once we are fully up and running in the basement data center, we can begin work on the primary data center in the Sheriff's building

**2023 County Budget / Budget Committee Draft –**

Administrator Adkins and Director Mallar presented to the Commissioners the 2023 County Budget Summary. After discussion:

- Commissioner Baldacci moved to approve this budget as modified; Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Expenditures - \$ 26,881,581      Revenues - \$ 5,794,571

**PRCC Update –**

Director Lavoie presented the following:

- After discussion on recruitment and retention options:
  - Commissioner Baldacci moved to approve overtime pay to be double time for a ten week period. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
  - Commissioner Baldacci moved to approve increasing the Comp time back from 60 to 100 hours. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**PRCC Update – Continued:**

- PRCC Deputy Director Brad Fitzgerald was introduced to the Commissioners; Deputy Fitzgerald has a vast amount of experience working with fire, EMS and law enforcement. Deputy Fitzgerald is active teaching a portion of the criminal justice program at EMCC.
- Administrator Adkins shared that he has received multiple emails supporting both Director Lavoie and Deputy Fitzgerald
- We currently have five new dispatchers in training
- Tri-County Technical Center and Dexter has an active Fire/EMS and law enforcement program; however, telecommunications were missing. Dexter recently purchased a dispatch simulator.
- The structural engineer was here a couple weeks ago; just awaiting on the finalized report
- The 11-year-old recorder needs replacing. The new recorder will be covered under the bond project with capital funds also available. The Commissioners will be provided a quote once received by RCM.

**Administration Update –**

Administrator Adkins and Deputy Admin. LaBree presented the following:

- A tax abatement appeal hearing was requested from a resident of Stacyville. Discussion followed.
- Commissioner Baldacci moved to approve the 2023 Holiday Schedule as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- The County will be holding a Flu and COVID shot clinic on Friday, November 18<sup>th</sup>
- Jennifer Snow will be participating in Husson University job fair tomorrow
- Budget Committee meeting will be taking place next Thursday, November 10<sup>th</sup> at 5 p.m.

Warrants:

- Payroll Warrant to be approved for 10.28.2022: \$ 268,850.30
- A/P Warrant to be approved for 11.01.2022: \$ 81,001.39
- UT Warrant to be approved for: NONE
- UT TIF Warrant to be approved for 11.01.2022: \$5,745.75

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: Katherine Mason, Heather Brown, Bryon Childress, Adam Corey, Clifton Foster, Johnathan Nesmith, Shawn Schuuman and Miles Ward – Hired Full-time; Eric Tripp and Gary Huff – Promoted; Gerald Carstensen - Resigned

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 10:04 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, Dep. Admin. LaBree, Grant Manager Lisette Carrithers and Director Mallar. Session ended at 10:32 a.m.

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 10:04 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 Dep. Admin. LaBree. Session ended at 11:02 a.m.

**Action Taken –**

Commissioner Baldacci made a motion to approve a program in which ARPA funds will be allocated for each Commissioners' District for qualified recipients. The funding amount to designate would be \$300K for each district and additional details will be forthcoming. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

**Meeting Adjourned-**

Commissioner Baldacci moved to adjourn the meeting at 11:03 a.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