

**Penobscot County Commissioners' Meeting Minutes November 22, 2022 2411
9:00 AM Commissioners Laura Sanborn, Peter Baldacci and Andre Cushing 33°**

Roll Call -

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

Commissioner Cushing participated via Zoom

Treasurer John Hiatt was absent

Approval of Minutes –

Commissioner Baldacci moved to approve November 15, 2022 Meeting Minutes and November 10, 2022 Budget Committee Minutes. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Public Comment – NONE

ARPA Commissioners Fund Announcement –

Commission Chair Laura Sanborn announced a new funding mechanism for the distribution of ARPA funds which will be called the “Commissioner’s Fund”. This announcement can be found in its entirety at: <https://www.penobscot-county.net/general-4>

IT Update –

Director Douglas Butler reported the following operational updates:

- Discussion on the necessity for a major upgrade of the Spilman Flex System
- Discussion on the Microsoft 365 licenses
- Presented was an updated IT staffing plan; Commissioner Baldacci moved to approve the plan as presented. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

EMA Update -

Director Bradley Nuding presented the following:

- Assisting the Town of Hampden in updating their emergency plan
- Assisted Acadia Hospital in updating their hazard vulnerability assessment
- Coordinated with Husson’s School of Nursing to engage students with disaster response roles

EMA Update - Continued:

- Assisted the city of Bangor with their Spillman Zone updates
- Facilitated Local Emergency Planning Committee meeting at Enfield Fish Hatchery
- Supporting the Town of Hermon for the Canadian Pacific Holiday Train event
- Supporting the Town of East Millinocket's police department for the Millinocket Marathon

Facility Update –

Director Brian MacDonald reported the following:

- Jail Boiler project –
 - One boiler has been set in the building with the second one placed today
 - Installation is scheduled for next week
 - An Efficiency Maine Rebate should be coming in
- Miscellaneous –
 - The fire alarm system has been failing; we are troubleshooting this problem
 - Mechanical Services will be here to troubleshoot the heat pump problem in this building

PRCC Update –

Director Chris Lavoie presented the following:

- Working with EMA/Town of Hermon for the Canadian Pacific Holiday Train event
- Working with EMA/Millinocket Marathon
- The southern microwave is near its end of use; RCM has found a work around until it can be completely replaced
- Waiting on quotes for the Lincoln tower; hope will be completed in the spring
- Discussion was held on Rapid SOS software. Commissioner Baldacci moved to approve a five-year agreement with Rapid SOS with the annual cost of \$14,940. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Discussion was held on the ten-year old recorder that is failing. Commissioner Baldacci moved to approve utilizing \$50K from the capital account and the remaining \$12,640.80 from the bond funds. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.
- Staffing has a previous employee returning; another going from full to part time

Administration Update –

Administrator Adkins and Deputy Admin. LaBree presented the following:

- Commissioner Baldacci moved to approve the 2023 County Budget Public Hearing to occur on December 13, 2022 at 10:00 a.m. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Warrants:

- Payroll Warrant to be approved for 11.17.2022: \$ 313,745.72
- Payroll Warrant to be approved for 11.17.2022: 2,001.43
- A/P Warrant to be approved for 11.22.2022: \$ 217,068.99
- UT Warrant to be approved for 11.22.2022: \$351,006.42
- 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: JaShelle Hall – Hired full-time; Lisette Carrithers and Zakary Noyes - Resignation

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 9:36 a.m., under 1 M.R.S.A. § 405 (6) (C) Contract Matter. Commissioner Cushing seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Adkins, Dep. Admin. LaBree, Director MacDonald and Jason Bird. Session ended at 10:14 a.m.

Executive Session---Commissioner Baldacci made a motion to go into Executive Session at 10:15 a.m., under 1 M.R.S.A. § 405 (6) (C) 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 10:45 a.m.

Action Taken – NONE

Meeting Adjourned-

Commissioner Baldacci moved to adjourn the meeting at 10:46 a.m. with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 3-0.

Certified By:

Laura J. Sanborn, Chair

Peter K. Baldacci, Commissioner

Andre E. Cushing, III, Commissioner

Administrator, Scott A. Adkins