

Penobscot County Commissioners' Meeting Minutes September 26, 2023 #2449
9:00 AM Commissioners Peter Baldacci, Andre Cushing and David Marshall

Roll Call -

Commissioner Chair Cushing opened the meeting at 9:00 AM from the Commissioners Chambers with Commissioner Marshall, Treasurer Mower, Administrator Adkins, and Deputy Administrator LaBree present. Commissioner Baldacci participating remotely.

Pledge of Allegiance – Treasurer Mower

Approval of Meeting Minutes

Commissioner Marshall made a motion to approve the September 19th, 2023 Meeting Minutes. Commissioner Baldacci seconded the motion. Voted to approve 3-0. Signed.

Public Comment –

Janet Drew, York County spoke regarding the email she sent and what training is being conducted. Participant referred to the culture study showing problems with leadership, communication and following proper policies and procedures and would like to know how this is being corrected.

Larry Dansinger, Bangor resident spoke on the recent incidents in the jail. Participant feels public trust is lacking with law enforcement and would like the Commissioners assistance.

Awarding of Payroll Services –

Administrator Adkins discussed the four vendors that submitted bids for the RFP / Payroll Services. After discussion, Commissioner Marshall moved to approve iSolved People Cloud in the amount of \$23,640. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Dept 3 - EMA 2024 Budget Presentation

Director Nuding, Deputy Fox and Finance Specialist Wakefield presented the Budget for Department 3 / EMA. Overview includes:

- Increases in budget include: travel expenses for training and exercises, vehicles parts and maintenance, telephone and update equipment – supplies
- Recommendations from Administration include: shift some budget lines to the capital line and look into TIF funding
- Commissioners request a brief summary of FY23 funds to include grants
- 2024 / Proposed Expenditures - \$507,567 Revenues - \$214,126
- Commissioner Marshall made a motion to take the budget request for Dept. 3/EMA under advisement. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Awarding of Asbestos Abatement -

Director MacDonald presented clarifying information on one of the vendors that submitted a bid for the asbestos abatement RFP. After discussion, Commissioner Baldacci moved to approve Landside Concrete Cutting and Abatement Professionals in the amount of \$198,710. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

Deeds Update –

Register Susan Bulay reported the following statistics of document and revenue counts:

- Document count for August 2023 recorded 3,000 documents
 - 5-year average – 3,875 (22% below)
 - 2015-2019 average – 3,546 (16% below)
- Revenue for August 2023 was \$126,796.79 turned over to the general fund
 - 5-year average - \$136,097 (decrease of 7%)
 - 2015-2019 average - \$122,164 (increase of 4%)
 - Current revenue for 2023: \$894,830.25 with a budget expectation of \$1,200,000
- A statewide statistic for real estate spreadsheet was presented to the Commission. This showed that Penobscot County residential properties have gone down by 17%; the median cost for those residential properties are up by 9%.

Dept. 10 – Deeds 2024 Budget Presentation

Registrar Bulay presented the Budget for Department 10 / Deeds. Overview include:

- 2024 / Proposed Expenditures - \$ 441,059 Revenues - \$ 1,100,000

Commissioner Baldacci made a motion to approve the budget as presented for Department 10 / Deeds. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

Dept. 8 – County Buildings 2024 Budget Presentation

Director MacDonald presented the Budget for Department 8 / County Buildings. Overview includes:

- Increases in budget include: payroll (updated from inaccurate numbers last couple years), utilities and repair / maintenance.
- New line items for consulting fees and capital equipment.
- Heating fuel line was decreased \$40,000 due to the new boilers improved efficiency
- 2024 / Proposed Expenditures - \$ 1,386,992 Revenues - NONE

Commissioner Baldacci made a motion to take this budget for Department 8 / County Buildings under advisement. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

Dept. 32 Building Improvement / 2024 Budget Presentation

Administrator Adkins presented the Budget for Department 32 / Building Improvement. Overview include:

- 2024 / Proposed Expenditures - \$150,000 Revenues - None

Commissioner Baldacci made a motion to take this budget for Department 32 / Building Improvement under advisement. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

Dept. 7 – Treasurer / Finance 2024 Budget Presentation

Director Bragdon presented the Budget for Department 7 / Treasurer/Finance. Overview include:

- 2024 / Proposed Expenditures - \$ 426,721 Revenues - NONE

Commissioner Marshall made a motion to approve the budget as presented for Department 7 / Treasurer /Finance. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Administration Update –

Administrator Adkins and Deputy LaBree presented the following:

- Department heads from the UT, Sheriff's Office, EMA and Administrator Adkins are planning to attend a meeting tomorrow at 2:00 PM in Patten with members of the Katahdin Woods Monument and Waters board members
- After discussion, the Budget Committee meeting will take place on November 16th
- The tank removal project is taking place; some of the fumes are going into the Probate Office. The Probate Office is closed for the day today.
- A policy has been made for the PRCC Quiet Room / Lactation Room which will be presented to the commission to be voted on next week
- A spreadsheet from HR of open positions was distributed to the Commission. It was requested that going forward a comparison of last year versus this year's numbers be placed on the spreadsheet
- Commission and Administration thanked the employees of Penobscot County for their work for the County

Approval of Warrants-

Payroll Warrant (09.22.23) **\$ 312,070.87 & \$237.37**

A/P General Fund (09.26.23) **\$ 505,626.06 & \$51,139.08**

A/P ARPA (09.26.23) **\$ 180,683.25**

A/P Unorg Terr (09.26.23) **\$ 15,711.66**

Commissioner Baldacci made a motion to approve the warrants as presented. Commissioner Marshall seconded the motion. Vote to approve 3-0.

Payroll status changes signed for: Olivia Alden, Camron Barrieau, Chris Boulier, Dylan Braley, Salvador Cloukey, Gloria Evans, Alan Hammond, Sawyer Houpt, Dayerrick Ireland, Robert Ireland, Lindsay McPhail, Mary Anne O'Kelly, Brandon Tenney, Jillian Wentworth

Commissioner Marshall moved to adjourn the meeting at 10:34 AM with no further business on the agenda. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

Certified By:

Administrator, Scott A. Adkins

Andre E. Cushing, III, Chair

Peter K. Baldacci, Commissioner

David S. Marshall, Commissioner