

**Penobscot County Commissioners’ Meeting Minutes October 3, 2023 #2450**  
**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 absent.

**Pledge of Allegiance – Former Commissioner Laura Sanborn**

**Approval of Meeting Minutes**

Commissioner Marshall made a motion to approve the September 26<sup>th</sup>, 2023 Meeting Minutes. Commissioner Cushing seconded the motion. Voted to approve 2-0. Signed.

**Public Comment -**

Janet Drew submitted an email to the Commission

**Dept. 11 – Probate 2024 Budget Presentation**

Registrar Stupak presented the Budget for Department 11 / Probate. Overview includes:

- 2024 / Proposed Expenditures - \$615,247 Revenues - \$286,520
- Commissioner Marshall made a motion to approve the budget request for Dept. 11/Probate under advisement. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**RFP / Consultant Services / UT / Fire & EMS Coordinator**

Chair Cushing opened the three bids that were submitted by the requested deadline.

<b>Vendor Information</b>	<b>Quote</b>
Paul Froman Hollis Center, Maine	X
Frank Roma Glenburn, Maine	X
Adam Feck Mamlius, New York	X
Resumes from Indeed: <i>Misty Evans Daniel Boyington</i> <i>Meaghan Brown Cyana Chadwick</i> <i>David Deprey Wil O’Neal</i> <i>Alexander Theriault</i>	

Commissioner Marshall moved to take these bids under advisement. Commissioner Cushing seconded the motion. Vote to move passed 2-0.

**UT Update –**

Deputy Morrison presented the following:

- Further discussion on the Town of Medway Solid Waste Agreement in the amount of \$12,259.75; this contract had been previously discussed at the July 11<sup>th</sup>, 2023 Commissioners Meeting. Commissioner Marshall moved to approve this contract as presented. Commissioner Cushing seconded the motion. Vote to approve passed 2-0. Signed.

**Dept 34 – Program Donations 2024 Budget Presentation**

- **Rape Response** - Tamar Mathieu, Executive Director presented the Rape Response Budget for the 2024 requesting the same \$3,000 funding as last year.
- **Bangor Area Shelter** – Boyd Kronholm, BAHS Executive Director presented the Bangor Area Shelter Budget for the 2024 year requesting the same \$15,000 funding as last year.
- **B.I.L.L.S.** – Director Ben Treat presented B.I.L.L.S (Bangor, Inter Library Loan System) Budget for the 2024 year requesting the same \$15,000 funding as last year.
- **Orono Haz Mat Team** – Deputy Chief Kevin Sirois presented the Orono Haz Mat Team Budget for the 2024 year requesting \$28,000; an increase in funding of \$4,000.
- **Bangor Area Recovery Network (B.A.R.N.)** – Kole Taylor presented the B.A.R.N. Budget for the 2024 year requesting the same \$20,000 funding as last year.
- **Pine Tree Hospice** – Executive Director Kristen Wortman presented the Pine Tree Hospice Budget for the 2024 year requesting \$1,500; an increase in funding of \$500.
- **Hirundo Wildlife Refuge** – Trustee, Laura Sanborn presented the Hirundo Wildlife Refuge Budget for the 2024 year requesting \$15,000; an increase in funding of \$5,000.
- **Together Place Peer Run Recovery Center** – Executive Director Amy Roeder presented the Together Place Peer Run Recovery Center budget for the 2024 year requesting \$15,000; an increase in funding of \$8,000.

Commissioner Marshall moved to take all the Department 34 – Program Donation requests under advisement. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**Dept. 35 - Penobscot County Extension Services 2024 Budget Presentation –**

Administrative Support Supervisor, Theresa Tilton presented Penobscot County Extension Services (Dept. 35) Budget for the 2024 year.

- 2024 / Proposed Expenditures - \$96,500

Commissioner Marshall moved to take this budget under advisement; Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**Dept. 30 - EMDC 2024 Budget Presentation –**

Lee Umphrey, President and CEO of EMDC presented Dept. 30 budget for the 2024 year requesting the same funding as last year in the amount of \$65,000. Commissioner Marshall moved to take this under advisement. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**Dept. 36 - Penquis 2024 Budget Presentation –**

Kara Hay, President and CEO of Penquis C.A.P. presented Department 36 budget for the 2024 year. Penquis is requesting \$25,000 for this year's budget. Commissioner Marshall moved to approve \$25,000 for Penquis (Dept. 36) 2024 Budget. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**Sheriff's Department –**

Sheriff Morton presented the following:

- Jail count today is: 170 in-house, 77 boarded out to other facilities and 98 in pre-trial services.
- Staffing is down 19 full-time correctional officers; Commissioner Marshall moved to extend the current MOU on double overtime to be reviewed in 45 days. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.
- Commissioner Marshall moved to approve the Glenburn three-year contract as presented. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**Administration Update –**

Administrator Adkins and Deputy LaBree presented the following:

- Commissioner Marshall moved to approve a letter of support for Eastern Maine Clean Energy Cluster. Commissioner Cushing seconded the motion. Vote to approve passed 2-0. Signed
- County offices will be closed Monday, October 9<sup>th</sup> for Indigenous Peoples' Day
- Commission signed a Clean Energy Proclamation
- HR Update – Deputy Administrator LaBree
  - Open Positions Review / 1 year look back discussion
  - Commissioner Marshall moved to approve the PRCC Quiet Room Policy. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.
- Dept. 18 ME State Retirement / 2024 Budget Presentation. Overview includes:
  - 2024 / Proposed Expenditures / \$4,500
  - Commissioner Marshall made a motion to take approve the budget request for Dept. 18/ME State Retirement. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.
- Dept. 19 County Insurance-Retirees / 2024 Budget Presentation. Overview includes:
  - 2024 / Proposed Expenditures / \$6,000
  - Commissioner Marshall made a motion to take approve the budget request for Dept. 19/Health and Safety. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.
- Dept. 22 County Insurance - Retirees / 2024 Budget Presentation. Overview includes:
  - 2024 / Proposed Expenditures / \$105,000
  - Commissioner Marshall made a motion to take approve the budget request for Dept. 22/County Insurance - Retirees. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

- Dept. 24 Bridges / 2024 Budget Presentation. Overview includes:
  - 2024 / Proposed Expenditures / \$100
  - Commissioner Cushing made a motion to take approve the budget request for Dept. 24/Bridges. Commissioner Marshall seconded the motion. Vote to approve passed 2-0.
- Dept. 39 Labor Negotiations/ 2024 Budget Presentation. Overview includes:
  - 2024 / Proposed Expenditures / \$4,000
  - Commissioner Marshall made a motion to take approve the budget request for Dept. 39/Labor Negotiations. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**Approval of Warrants-**

Payroll Warrant (09.29.23) ***\$334,611.12 & \$2,278.55 & \$372.98***

A/P General Fund (10.03.23) ***\$164,402.79***

A/P TIF (10.03.23) ***\$5,110.00***

A/P Unorg Terr (10.03.23) ***\$51,248.63***

A/P ARPA (10.03.23) ***\$112,500.00***

Commissioner Marshall made a motion to approve the warrants as presented. Commissioner Cushing seconded the motion. Vote to approve 2-0.

Payroll status changes signed for: Olivia Devine, Riley Fraser, Kayle Kennedy and Seth Libby

Commissioner Marshall moved to adjourn the meeting at 11:08 AM with no further business on the agenda. Commissioner Cushing seconded the motion. Vote to approve passed 2-0.

**Certified By:**

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Administrator, Scott A. Adkins

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Andre E. Cushing, III, Chair

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ABSENT  
Peter K. Baldacci, Commissioner

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David S. Marshall, Commissioner