

**Roll Call -**

Commission Chair Cushing opened the meeting at 9:00 AM from the Commissioners Chambers with all Commissioners, Treasurer Mower, Administrator Adkins and Deputy Administrator LaBree present.

**Pledge of Allegiance - Treasurer Mower**

**Approval of Meeting Minutes -**

Commissioner Baldacci made a motion to approve the July 30<sup>th</sup>, 2024 Meeting Minutes. Commissioner Marshall seconded the motion. Vote to approve 3-0. Signed.

**Public Comment** – None

Commissioner Marshall moved to modify today’s agenda to add the Records Management System Bid opening for the Registry of Deeds. Commissioner Baldacci seconded the motion. Vote to approve passed 3-0.

**Registry of Deeds / Records Management System Bid Opening**

Commission Chair Cushing opened the bids for the Registry of Deeds Records Management System. The following three vendors submitted their bid by the August 12<sup>th</sup> deadline:

<b>Vendor Information</b>	<b>Five Year Period Quote</b>
Browntech, Inc.	Software License & Support and Hardware & Support <b>Year 1</b> \$22,888 <b>Year 2</b> \$33,835 <b>Year 3</b> \$35,188 <b>Year 4</b> \$36,596 <b>Year 5</b> \$38,059 <b>5 Year Total:</b> \$166,566
Info Quick Solutions (IQS)	<b>Recording Application Software</b> - \$5,800/month/60 months <b>Software Support</b> – Included <b>Hardware w/ server, firewall, switch</b> - \$900/month/60 months <b>Hardware w/out server, firewall, switch</b> - \$650/month/60 months <b>Hardware support</b> – Included <b>Internet Hosting/Support</b> – Rev Share (75% County, 25% IQS)
Harris Recording Solutions	<b>HRS Acclaim</b> <b>Licenses and Professional Services</b> - \$158,550 <b>Annual Maintenance</b> - \$25,174

**Registry of Deeds / Records Management System Bid Opening Continued:**

Commissioner Baldacci moved to take these bids under advisement so that Register Bulay can consult with Administrator Adkins and the I.T. department. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

**EMA –**

Director Nuding reported the following:

- Director Nuding requested the second EMA county vehicle to be used for commuting purposes. After discussion, Commission would like to adapt and update our current policy for use of the county vehicles. Further discussion was how to handle the tax implication. It was decided to have legal counsel with an impartial view look at the implications of what the language states. Commissioner Baldacci moved to decline the request for a second vehicle to be used for commuting purposes. Commissioner Marshall seconded the motion. Vote to approve passed 3-0
- A representative from Congressman Golden's office visited EMA to learn more about the challenges emergency management faces. Talking points were concerns regarding a 10% reduction in federal grants this fiscal year and increased congressional funding to the Disaster Relief Fund.
- An update on the Argyle landslide reports that a site survey will take place the last week of August.
- EMA is hosting two trainings this week – Critical Incident Stress Management for public safety responders and Active Shooter training for public safety responders.
- A site visit to Swett's Pond in Orrington in conjunction with the state dam program looking at structural integrity and downstream hazard classification.
- Collaboration with Sheriff Morton for contingency planning at the Katahdin Woods and Waters Monument.
- The Emergency Management Performance Grant (EMPG) application is due next week. There will be a 10% reduction in our allocation this fiscal year.

**IT Update –**

Director Tenney and Deputy Simpson reported their recommendations from bids opened on July 30<sup>th</sup> for the County Campus Security Camera System Upgrade.

- After discussion, Commissioner Baldacci move to approve awarding the bid to Central Security for the purchase of the security camera system upgrade in the amount of \$51,970. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

**Administrative Update –**

Administrator Adkins and Deputy Administrator LaBree presented the following:

- After discussion, Commissioner Baldacci moved to approve funding from LATCF for Froman Consulting Services for the Fire – EMS Coordination. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.
- Discussion on the 2025 Budget. Presentations will begin next week with additional information on the Budget Committee.
- Discussion on the Human Relations Director interview process
- Director MacDonald stated that the Y Demo project should be completed in a couple days
- After discussion, Commissioner Baldacci moved to waive the employee parking tag initial fee, with \$5 assessed for any additional tags. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

**Approval of Warrants-**

Payroll Warrant	<b>08.02.24</b>	<b>\$ 326,066.33</b>	<b>08.09.24</b>	<b>\$ 305,133.63</b>
A/P General Fund	<b>08.06.24</b>	<b>\$ 174,910.89</b>	<b>08.13.24</b>	<b>\$ 435,083.29</b>
A/P PRCC Bond	<b>08.06.24</b>	<b>\$ 14,517.50</b>	<b>08.13.24</b>	<b>\$ N/A</b>
A/P Unorg Terr	<b>08.06.24</b>	<b>\$ 344,255.98</b>	<b>08.13.24</b>	<b>\$ N/A</b>
A/P UT TIF	<b>08.06.24</b>	<b>\$ 4,527.11</b>	<b>08.13.24</b>	<b>\$ N/A</b>
A/P ARPA	<b>08.06.24</b>	<b>\$ 179,478.00</b>	<b>08.13.24</b>	<b>\$ 61,794.47</b>

Commissioner Baldacci made a motion to approve the warrants as presented as Item H listed on the agenda. Commissioner Marshall seconded the motion. Vote to approve 3-0. Signed.

Payroll status changes signed for: Michelle LaBree, Beston Simpson, Morgan Vidal, Kadedra Kidd, Vicki Somers, George Harrison, Joshua LeGassie, Maxime Monde-Pierre, Christopher Gray, James Gordon, David Quinn and Jonathan Chasse

**Executive Session**---Commissioner Baldacci made a motion to go into Executive Session at 9:51 AM under 1 M.R.S.A. § 405 (6) (C) Acquisition of Real Property. Commissioner Marshall seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Treasurer Mower, Administrator Adkins, Deputy Administrator LaBree, Director MacDonald, Sheriff Morton and Haley Ward (Consultants). Session ended at 10:49 AM.

**Action Taken** - None

**Executive Session**---Commissioner Baldacci made a motion to go into Executive Session at 10:52 AM under 1 M.R.S.A. § 405 (6) (D) Labor Negotiations. Commissioner Marshall seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Treasurer Mower, Administrator Adkins, Deputy Administrator LaBree, Director Lavoie and Deputy Fitzgerald. Session ended at 11:10 AM.

**Action Taken** - None

Commissioner Baldacci moved to adjourn the meeting at 11:11 AM with no further business on the agenda. Commissioner Marshall seconded the motion. Vote to approve passed 3-0.

**Certified By:**

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Administrator, Scott Adkins

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Andre E. Cushing, III, Chair

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Peter K. Baldacci, Commissioner

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David S. Marshall, Commissioner