

**Penobscot County Commissioners' Meeting Minutes February 6, 2024  
9:00 AM Commissioners Peter Baldacci, Andre Cushing & David Marshall**

**#2464**

**Roll Call -**

Commission Chair Cushing opened the meeting at 9:00 AM from the Commissioners Chambers with all Commissioners, (Baldacci via Zoom) Treasurer Mower, Administrator Adkins & Deputy Administrator LaBree present.

**Pledge of Allegiance –** Deputy Administrator LaBree

**Approval of Meeting Minutes**

Commissioner Marshall made a motion to approve the January 30, 2024 Meeting Minutes. Commissioner Baldacci seconded the motion. Vote to approve 3-0. Signed.

**Registry of Deed's –**

Registrar Bulay and Administrator Adkins briefed the Commissioners on the following:

- Letter to the Maine Revenue Service and the new tax portal. The Commissioners support the letter drafted by the Administrator. Registrar Bulay commented that other Counties are doing this same thing.

**Finance Update–**

Director Gary Bragdon & Treasurer Mower presented the following:

- Cash Flow- The County will need to be in a position by March to seek funds to help cover operational costs. The primary reason of the shortage of funding is directly linked to the expenses at the Jail. Commissioners feel that we need to start our outreach sooner on getting terms, interest rates, etc. and be prepared to discuss at the next meeting. Scott will reach out to identify the outcome of the State's supplemental budget.

**Facilities Update –**

Director MacDonald presented the following:

- Update on The Y Demo- the contractor will be here on Thursday to start with the disconnection of water and sewer, which needs to be done prior to any demo.
- Commissioners asked Brian about parking spaces down back. Discussion followed on getting identified vehicles to the auction (corolla and county truck).
- Discussion on capital items to present to the Commissioner were discussed to include the need for the 2 replacement boilers on Franklin Street. Commissioners asked Brian to start developing an RFP.

**ARPA Update –**

Grant Manager Wendy Dana presented the following:

- Cooperative Projects with City of Bangor were reviewed. Commissioner Baldacci made a motion to reaffirm commitment to support. Commissioner Marshall seconded. Vote to approve 3-0.
- Commissioner Fund / Round 3 – District 1- Jericho Road Street Ministry request of \$14,000 to expand the facility. After discussion, Commissioner Baldacci made a motion to approve the request, not to exceed \$14,000. Commissioner Marshall seconded the motion. Vote to approve 3-0.
- ARPA / Award Compliance – Commissioners discussed a ARPA Commissioners Fund Awardee that fell out of compliance and purchased items not listed in the contract. Discussion followed. Per Grant Manager, a new contract will be revised and signed by the grant awardee. In addition, The Commisison will send a letter outlining the specific items that violated the agreement and may ask the entity to come before the Commission.

**Admin. Update –**

Administrator Adkins & Deputy Admin LaBree presented the following:

- Commissioner Marshall made a motion to approve the \$720K transfer from ARPA funding to the General Fund for recruitment and retention. Commissioner Baldacci seconded the motion. Vote to approve 3-0.

**Approval of Warrants-**

○ Payroll Warrant	02-02-24	<b>\$320,478.02</b>
○ A/P General Fund	02-06-24	<b>\$283,687.14</b>
○ A/P PRCC Bond	02-06-24	<b>\$ 78,412.43</b>
○ A/P Unorg Terr	02-06-24	<b>\$143,740.38</b>
○ A/P UT TIF	02-06-24	<b>\$ 8,282.99</b>
○ A/P ARPA	02-06-24	<b>\$737,200.00</b>

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

**Executive Session** - Commissioner Marshall made a motion to go into Executive Session at 10:05AM under 1 M.R.S.A. § 405 (6) (D) / Contract Matter/Labor Negotiations. Commissioner Baldacci seconded the motion. Vote to approved passed 3-0. Present were: Commissioners, Administrator Adkins, Deputy Administrator LaBree, Sheriff Morton & Treasurer Mower Session ended at 11:00 AM.

**Action Taken: None**

Payroll status changes signed for: R. Martin, E. Pinkham, T. Atkins, L. Cropley, R. Bryant, A. Morneault & E. Kipfer

Commissioner Baldacci moved to adjourn the meeting at 11:00 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 A. 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