

Roll Call -

Chair Cushing opened the meeting at 10:00 AM from the Probate Courtroom with all Commissioners, and Administrator Adkins present. Absent is Treasurer Mower.

Pledge of Allegiance – Commissioner Marshall led the pledge.

Special Remembrance - A moment of silence for Correctional Cook Supervisor, Donna Downing who passed after a short illness. Sheriff Morton spoke of Donna's beginnings with Penobscot County and what a well-respected member of the corrections community.

Approval of Meeting Minutes -

Commissioner Marshall made a motion to approve the July 2nd, 2025 meeting minutes. Commissioner Tremble seconded the motion. A vote to approve passed 3-0. Signed.

Public Comment – None

UT Update -

Director Buswell and Deputy Morrison presented the following:

- After discussion, Commissioner Marshall moved to approve the Town of Lincoln fire and ambulance agreement. Commissioner Tremble seconded the motion. A vote to approve passed 3-0. Signed.
- After discussion, Commissioner Marshall moved to approve Matagamon Wilderness LLC Liquor License Renewal. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.
- Director Buswell is still looking for a place for the salt/sand shed in Kingman.
- Waiting on the paving to be completed at the Bangor Airport then our paving will be able to start.
- Director Buswell received notification of work to be completed on the Mattagodus Brook Bridge in Prentiss. Once there is more information on when that will be worked on, he will be back for the Commission to permit usage of the Tar Ridge Road.
- Public Hearing for the following: Knife Edge Brewing Special Amusement Permit – Classes B & D, Ktaadn Resorts Event Center Special Amusement Permit – Classes B & D, & Rivers Drivers Restaurant Special Amusement Permit – Classes B & D. Chair Cushing opened the hearing at 10:15 AM. No public comment. Public hearing closed at 10:16 AM. Commissioner Tremble made a motion to approve the three requests as presented. Commissioner Marshall seconded the motion. A vote to approve passed 3-0.

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UT Update – Continued:

- Public Hearing / Knife Edge Brewing Liquor License Renewal. Chair Cushing opened the hearing at 10:17 AM. No public comment. Public hearing closed at 10:18 AM. Commissioner Marshall made a motion to approve the request for Knife Edge Brewing Liquor License Renewal. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.
- Public Hearing / 5 Lakes Lodge Special Amusement Permit – Class B. Chair Cushing opened the hearing at 10:19 AM. No public comment. Public hearing closed at 10:20 AM. Commissioner Marshall made a motion to approve the request for 5 Lakes Lodge Special Amusement Permit – Classes B. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.

Sheriff's Update –

Sheriff Morton presented the following:

- Discussion on Pre-Trial Services, whose contract is due to expire in the next in the next two or three months. Sheriff's Office and HR have put together two positions made to have this service "in house". The positions are "Correctional Release Specialist" (hiring 2) and "Correctional Release Coordinator" (overseer of the two Correctional Release Specialists).
- Discussion on the lack of appropriate and needed funding from the State of Maine regarding the Victim's electronic notification system.

District Attorney –

ADA Lynds presented the following:

- A big thank you to the County's IT (Info & Tech) department for providing the necessary resources to develop a secured wireless internet connection at the Judicial Center.
- Discussion on the second floor (former Commissioners Chambers) renovations and conversion. Facilities Director, Brian MacDonald provided a draft copy of the RFP for these services. After light discussion, Commissioner Marshall motioned to approve the release of the RFP; Commissioner Tremble seconded and a vote of 3-0.
- In further discussion, while the County is able to take advantage of state pricing through one of the vendors, CA Adkins suggested that this proposal is reviewed prior to accepting or ordering. Even though we are receiving state pricing, the total cost may be more than the Commission is willing to spend and other alternative quotes may be needed.
- Discussion on the Discovery Management System. The cost of the system currently used (Sharefile) is increasing to \$20K or more for the Penobscot / Piscataquis district. Sharefile is not a true discovery management system and doesn't adequately meet the DA Office needs, but has historically been offset by the low cost. ADA Lynds is requesting with the cost increase it makes sense to look at other options. There are two different discovery management platforms demonstrations coming up. The Commission and Administration have been invited to attend a demonstration with the NICE Justice system.

ARPA –

Grant Manager Dana presented the following:

- Discussion on the Dakin Pool awards. This request will be reviewed once more information is received.
- PowerPoint Presentation on the ARPA Award Projects. Commission would like this presentation released to the public and Grant Manager Dana will place it on our website.
- Discussion on a sponsorship for Design Wall Housing. Currently, there are no options to fund. The Commission welcomes an application for budgetary considerations from Design Wall Housing for 2026.

HR Update –

Director Dyer and HR Coordinator Snow presented the following:

- HRIS (Human Resource Information System) update, Commissioners felt this would be looked at next year's budget. Commissioner Marshall would like to see figures for a cost comparison. While, iSolved (HRIS vendor) would like a decision and contract signed by the middle of August, pertaining to 4th quarter implementation; the budget review cycle may not allow for such an early date. However, it does make sense to start early if going to be effective in 2026.
- Discussion on the \$22,500 Wellness Grant for reimbursement to Corrections, Patrol and PRCC.
- After discussion on the Resiliency Policy, Commissioner Tremble moved to approve the Resiliency Policy as discussed. Commissioner Marshall seconded the motion. A vote to approve passed 3-0.
- After discussion on the Wellness Grant / Mental Health Services Provider Contract, which will start August 1st. Commissioner Tremble moved to approved the Wellness Grant / Mental Health Services Provider Contract as presented using the grant funds from Frasier Clinical for a one-year basis with Administrator Adkins signing. Commissioner Marshall seconded the motion. A vote to approve passed 3-0.

Administrative –

Administrator Adkins presented the following :

- After discussion on the Commissioner agenda until end of year, it was decided on the following dates:
 - August 6th @ 10 AM & August 20th @ 10 AM
 - September 3rd @ 10 AM & September 24th @ 10 AM / 24th extended out a week due to prior scheduled MCCA Convention
 - October 1st @ 10 AM and October 15th @ 10 AM
 - November 5th @ 10 AM & November 19th @ 10 AM
 - December 3rd @ 12:00 (NOON) ** & December 17th @ 10 AM

**** Meeting dates are now the 1st & 3rd Wednesdays (NOT Tuesday) of the month in Probate Courtroom ****

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Administration Update – Continued:

- Discussion on the homeless encampment at the former Y Property
 - CA Adkins updated the Commission on two prior cleanup efforts. Both of these events involved dangerous needle / syringe exposure. The County is taking cautionary efforts toward these issues. Looking to work with 3rd party on solutions for safer cleanup.
- Moison vs Enfield, Town of – Commissioners lightly discussed the draft Decision Order prepared. Commissioner Tremble moved to approve the decision order as prepared. Commissioner Marshall seconded the motion. A vote to approve passed 3-0. Order Signed.
- Discussion on county wide parking. Commissioner Cushing will provide his recommendations to Administrator Adkins.

TIF Committee Report –

Committee members: Brent Folster, Dee Williams, Greg Fuller, Barbara Veilleux, Dee Williams, UT Director Buswell, UT Deputy Morrison, Finance Director Palmer and Administrator Adkins presented the following:

- Recommendation Discussion
 - After discussion on the Patten Ambulance Service. Commissioner Marshall moved to approve \$28,112 with no conditions. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.
 - Presentation of the TIF Committee list of recommendations. Commission would like legal to look at these recommendations which will take away certain language, then re-submit to the Commission for approval.
- Budget / TIF
 - Discussion on how to make the TIF monies last.
 - Table until the August 6th meeting with recommendations.

Approval of Warrants-

Payroll Warrant	07.03.25	\$ 340,623.11	07.11.25	\$ 371,320.73	07.18.25	\$ 333,418.88
A/P General Fund	07.09.25	\$ 415,679.11	07.16.25	\$ 379,330.72	07.23.25	\$ 509,120.47
A/P PRCC Bond	07.09.25	\$ N/A	07.16.25	\$ N/A	07.23.25	\$ N/A
A/P Unorg Terr 25	07.09.25	\$ 5,360.63	07.16.25	\$ 3,330.46	07.23.25	\$ 8,249.35
A/P Unorg Terr 26	07.09.25	\$ 36,175.00	07.16.25	\$ N/A	07.23.25	\$ 147,329.63
A/P UT TIF 25	07.09.25	\$ 12,048.77	07.16.25	\$ N/A	07.23.25	\$ N/A
A/P ARPA	07.09.25	\$ 26,460.88	07.16.25	\$ 1,297.32	07.23.25	\$ 46,911.81

Commissioner Tremble made a motion to approve the warrants per Item L on the agenda. Commissioner Marshall seconded the motion. A vote to approve passed 3-0. Signed.

Probate Update –

Register Simmons requested the following:

- The register requested an Executive Session from the County Commission. The Chair inquired as to the appropriate citation of the request. Register Simmons requested under Executive Session 1 M.R.S.A. § 405 (6) (A) Personnel.

Executive Session---Commissioner Tremble made a motion to go into Executive Session at 12:41 PM under 1 M.R.S.A. § 405 (6) (D) Contractual Matter. Commissioner Marshall seconded the motion. A vote to approve passed 3-0. Present were: Commissioners, Administrator Adkins, HR Director Dyer & HR Coordinator Snow. Session ended at 12:56 PM

Action Taken – No action taken

Executive Session---Commissioner Tremble made a motion to go into Executive Session at 12:56 PM under 1 M.R.S.A. § 405 (6) (A) Personnel. Commissioner Marshall seconded the motion. A vote to approve passed 3-0. Present were: Commissioners, Administrator Adkins, HR Director Dyer, Registrar Simmons & Deputy Sullivan. Session ended at 1:34 PM

Action Taken – Commissioner Tremble moved to approve employee promotion by Probate Register as requested with the start date of August 4th. Commissioner Marshall seconded the motion. A vote to approve passed 3-0.

Executive Session---Commissioner Tremble made a motion to go into Executive Session at 1:34 PM under 1 M.R.S.A. § 405 (6) (C) Acquisition of Real Property. Commissioner Tremble seconded the motion. A vote to approve passed 3-0. Present were: Commissioners & Administrator Adkins. Session ended at 1:46 PM

Action Taken -

Payroll status changes signed for: Jacob House, Karabeth Ryan, Emily Jaye, Ryan Roy, Elijah Kipfer, Cassidy Gray, Megan Squires, Macee Pearl, Tyler Cadet, Caleb Woods, and Brooklynn Brown

Commissioner Marshall moved to adjourn the meeting at 1:47 PM. Commissioner Tremble seconded the motion. A vote to approve passed 3 -0.

Signature Page

Certified By:

Administrator, Scott Adkins

Andre E. Cushing, III, Chair

Daniel J Tremble, Commissioner

David S. Marshall, Commissioner