

**Penobscot County Commissioners' Meeting Minutes November 5, 2025  
10:00 AM Commissioners Daniel Tremble, Andre Cushing and David Marshall**

**#2511**

**Roll Call -**

Commissioner Cushing opened the meeting at 9:00 AM via zoom with Commissioner Tremble and Commissioner Marshall, Treasurer Mower, and Administrator Adkins present in the Probate Courtroom.

**Pledge of Allegiance** – Administrator Adkins led the pledge.

**Approval of Meeting Minutes -**

Commissioner Marshall made a motion to approve the October 29, 2025 Commissioner meeting minutes. Commissioner Tremble seconded the motion. A vote to approve passed 3-0. Signed.

**Public Comment –**

Janet Drew, York Maine resident feels that there are other options other than building a new jail. She wants Penobscot County to rethink how money is spent.

**UT Update –**

Lisa Whynot, Supervisor of UT Property Tax Division and Justin McMann presented the UT / FY27 valuation and assessment and discussed the reviewing of sales and re-evaluation. It was reported that the last evaluation was done in 2020; before that was 2016 and 2006. There has been a lot of growth in the real estate market, but the State wasn't quick to react. Ms. Whynot explained how the mill rate is determined.

Director Buswell and Deputy Morrison reported the following:

- Presentation of the FY27 UT budget. After discussion, Commissioner Marshall moved to accept the budget as presented. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.
- The following 8 bids were received by the 4 PM closing of November 3<sup>rd</sup>.
  - Walter Purda - \$5,559
  - Norbert and Julie Freund – Millinocket, Maine - \$5,101
  - Peter Belesis – Marblehead, Massachusetts - \$2,500
  - Kurt Spinney – Springfield, Maine – Not accepted
  - Ed Moore – Howland, Maine - \$5,000
  - Tyler Richardson – Reed Plantation, Maine - \$6,510
  - Jay Kelley – Bath, Maine - \$3,600
  - Joseph Osgood – Carroll, Maine – 7,555.55

Commissioner Marshall moved to take accept Joseph Osgood's bid of \$7,555.55 under Director Buswell's recommendation. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.

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**UT Update – Continued:**

- After discussion on the Lakeville solid waste agreement, Commissioner Marshall moved to approve this agreement as presented. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.
- Discussion on a recent ACO resignation.
- Town of Maxfield has submitted paperwork to deorganize.
- The PILT fund request from Millinocket Fire for a Mule II Litter Wheel was revisited. Commissioner Tremble moved to approve Mule II Litter Wheel @\$1,879 to be owned by the county for use from the Towns of Patten and Millinocket. Commissioner Marshall seconded the motion. A vote to approve passed 3-0.

**HR Update –**

Before Director Lavoie spoke on behalf of HR Director Dyer, Administrator Adkins requested to not make any decisions until more information is provided.

Director Lavoie presented a request that former HR Coordinator Jennifer Snow be retained as an HR consultant during November's open enrollment for benefits and assistance with HRIS implementation for 20 hours a week until the end of December. After discussion, Commissioner Marshall moved to take this under advisement. Commissioner Tremble seconded the motion. A vote to approve passed 2-1 with Commissioner Cushing opposing.

**Opioid Update –**

Grant Manager Dana and Chair Jamie Beck presented the Penobscot County Opioid Settlement Fund Advisory Committee policy. After discussion on the policy, Grant Manager Dana reported that thus far, two applications have been submitted. The deadline is November 15<sup>th</sup>.

A list of questions was provided to the Commission for their review from Chair Beck.

**Facilities Update –**

Director MacDonald presented the following:

- Update on the 2<sup>nd</sup> floor DA Clerical Space. The room is gutted. There is currently coordination for the electrician and HVAC to work on the room. After discussion on the furniture, it is requested that this goes out to RFP if unable to get a lower price. The only quote was for \$64,062.27 for the new workspace and an additional \$19,989 for their current offices.
- On the Franklin Street office space renovation project, there are struggles with the city and acquiring permits.
- Carmel Electric provided a quote for the Franklin Fire Alarm system of \$20,950. Brian will look for other quotes. Administrator Adkins recommended checking with the current vendor working on the Franklin Street project to see if their electrician would be able to provide a quote.
- After discussion on cleaning services for the jail, discussion is tabled until our next meeting and hold this in executive session.

- Discussion on the trailers for the back parking lot.

**Administrative Update –**

Administrator Adkins presented the following :

- After discussion, Commissioner Marshall moved to approve Finance Director Brenda Palmer as Deputy Treasurer. Commissioner Tremble seconded the motion. A vote to approve passed. 3-0
- After discussion on weekly meetings, the following changes have been made:
  - There will be no Meetings on November 12<sup>th</sup>, November 19<sup>th</sup> and December 10<sup>th</sup>
  - There will be a Commissioners Meeting on Tuesday, November 18<sup>th</sup> at 3 PM to follow with the Budget Committee Meeting to start at 5 PM. This will be held on the Third Floor
  - There will be a meeting Wednesday, November 26 at 10 AM in the Probate Court Room
  - There will be a meeting Wednesday, December 3 at 9 AM in the Probate Court Room
  - There will be meetings Wednesday, December 17 and Wednesday, December 31 at 10 AM in the Probate Court Room
  - There will be a meeting Tuesday, December 23 on the Third Floor.
- It is reported that the TAN is paid in full and a payment has been made to the ARPA account.

**Approval of Warrants-**

Payroll Warrant	<b>10.31.25</b>	<i>\$ 341,541.40</i>
A/P General Fund	<b>11.05.25</b>	<i>\$ 161,800.24</i>
A/P PRCC Bond	<b>11.05.25</b>	<i>\$ N/A</i>
A/P Unorg Terr	<b>11.05.25</b>	<i>\$ N/A</i>
A/P UT TIF	<b>11.05.25</b>	<i>\$ N/A</i>
A/P ARPA	<b>11.05.25</b>	<i>\$ 4,000,016,220.02</i>

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

Payroll status changes signed for: Christopher Wilson

Commissioner Marshall made a motion to go into Executive Session at 12:14 PM under 1 M.R.S.A. § 405 (6) (A) / Personnel Matter. Commissioner Tremble seconded the motion. A vote to approve passed 3-0. Present were: Commissioners, Treasurer Mower, and Administrator Adkins. Session ended at 12:20 PM

**Action Taken - None**

Commissioner Tremble made a motion to go into Executive Session at 12:20 PM under 1 M.R.S.A. § 405 (6) (D) / Contract Matter. Commissioner Marshall seconded the motion. A vote to approve passed 3-0. Present were: Commissioners, Treasurer Mower, and Administrator Adkins. Session ended at 1:27 PM

**Action Taken - None**

Commissioner Tremble made a motion to go into Executive Session at 1:29 PM under 1 M.R.S.A. § 405 (6) (D) / Contract Matter. Commissioner Marshall seconded the motion. A vote to approve passed 3-0. Present were: Commissioners, Treasurer Mower, Administrator Adkins and Director MacDonald. Session ended at 1:35 PM

**Action Taken -** Commissioner Marshall moved to approve using Office Pride to clean the jail for the months of November and December. Commissioner Tremble seconded the motion. A vote to approve passed 3-0.

Commissioner Marshall moved to adjourn the meeting at 1:40 PM. Commissioner Tremble seconded the motion. A vote to approve passed 3 -0.

**Signature Page**

**Certified By:**

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Administrator, Scott Adkins

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Andre E. Cushing, III, Chair

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Daniel J. Tremble, Commissioner

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David S. Marshall, Commissioner