

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the seventh day of October 2025 by adjournment from the sixteenth day of September 2025.

Present: William B. Blodgett
Evan Goodkowsky
David Levesque

Meeting called to order at 9:00 AM by Commissioner Blodgett followed by the Pledge of Allegiance.

Administrator Carrie Kipfer presented a recognition of service provided by Maine Senator Susan Collins to William Blodgett awarding him the Maine County Commissioner of the Month by the Maine Spirit of America Foundation.

Public Forum

Mary Denzer, Westport Island, stated that she knows that the decision on the possible Wiscasset data center is not something that the County has control of but wanted to go on record that she and others represented in the audience are against the possibility of a large data center being built at the old Maine Yankee site. As abutters to the site across the river, they are very concerned about the negative impact on the area. Ms. Denzer submitted a document detailing their concerns to the Commissioners.

Minutes

September 16, 2025 – Commissioner Goodkowsky moved to accept the minutes as written, seconded by Commissioner Levesque; 3-0 vote approved.

September 25, 2025, Budget Public Hearing – Commissioner Levesque moved to accept the minutes as written, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Finance Department

Warrants – Finance Director Michelle Richardson presented Accounts Payable Warrant #78 in the amount of \$112,901.09 for approval. Commissioner Goodkowsky moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Levesque; 3-0 vote approved.

Director Richardson presented Accounts Payable Warrant #79 in the amount of \$617,547.83 for approval. Commissioner Goodkowsky moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Levesque; 3-0 vote approved.

Payroll Warrants – Director Richardson presented Payroll Warrant #2025-19 paid on September 19, in the amount of \$266,935.25 for approval. Commissioner Levesque moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Director Richardson presented Payroll Warrant #2025-20, paid on October 2nd in the amount of \$298,397.37 for approval. Commissioner Levesque moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Goodkowsky, 3-0 vote approved.

Sheriff's Department

Jail Count- Chief Deputy Rand Maker presented the current jail count as follows effective October 7, 2025: Lincoln 36, Sagadahoc 21, Knox 21, Penobscot 56, Waldo 28, Federal 3, Border Patrol 2, and Immigration Customs Enforcement (ICE) 11 for a total of 178.

Special Detail Rate Adjustment Request - Chief Deputy Maker explained that the rate change for Special Details (private parties and events looking to hire deputies for security) earlier this year of \$83 was lower than some of our staff deputies overtime rates and fringe benefits costs. Working with Director Richardson, they came up with a new proposed rate requested of \$110, of which \$85 is paid to the staff deputies and \$25 covers the County's fringe benefit costs. Commissioner Goodkowsky moved to approve the increase of the Special Details Rate to \$110, seconded by Commissioner Levesque. 3-0 vote approved.

Purchase Authorization Coastal Electronics \$9,644.60 – Chief Deputy Maker presented a Purchase Authorization for Coastal Electronics in the amount of \$9,644.60 which is to cover installation of equipment in one of the new cars. Commissioner Levesque moved to approve the Purchase Authorization as presented, seconded by Commissioner Goodkowsky, 3-0 vote approved.

Communications

Request for approval to post for Supervisor position – Communications Director Tara Doe submitted a request to post for a replacement Supervisor position. One of the current Supervisors will be going out on leave and will not be returning to a Supervisory role. We currently have two supervisors and have shift time that is not covered, hence the pending budget request for two additional supervisors. This posting would replace the Supervisor going out on leave. Commissioner Goodkowsky moved to approve the posting for a replacement Supervisor, seconded by Commissioner Levesque; 3-0 vote approved.

Reserve Dispatcher Rate Adjustment Request – Administrator Kipfer explained that we have a Reserve Dispatcher Rate put in place in 2022 which was \$30 per hour. At that time, the \$30 per hour was in line with the highest payrate of our unionized staff. Since then, we have had pay rate increases and contract changes resulting in the \$30 per hour rate being out of line with the unionized staff levels. Administrator Kipfer proposes that the Reserve Dispatcher Rate be increased to \$40 per hour and that rate is reviewed annually to keep it in line with the market rates for the position. This is a non-union non-benefit eligible position that helps to fill in when full-time staff are on vacation or sick. Commissioner Goodkowsky moved to approve the Reserve Dispatcher rate to \$40 and make annual rate adjustments, seconded by Commissioner Levesque; 3-0 vote approved.

LCRPC

Draft 2026 Lincoln County Hazard Mitigation Plan Update - Planning Director Emily Rabbe and EMA Director Emily Huber presented the 2026 Hazard Mitigation Plan Draft, letting the Commissioners know that it was available for public comment on the Lincoln County website as well as the EMA and Planning websites. The public comment period is through October 10th, 2025. The plan has been updated with input from the towns, local EMAs, fire and police departments, the utility companies and other partners and is based on issues worked through over the last few years. Having an updated plan will open grant opportunities for us and our towns. The plan will be submitted to MEMA for approval, then it will be considered "approved pending adoption". The EMA team will then visit each town to have them sign off on adopting the plan. It needs to be finalized by the end of November and in place by the first two weeks of December as there are a couple of towns who need to submit for grants by mid-December. There has been good engagement in the process which is documented in the plan. Commissioner Goodkowsky moved to accept the draft plan and move forward with the approval process, seconded by Commissioner Levesque; 3-0 vote approved.

Probate

Catalis Software Contract Renewal - Register of Probate Catherine Moore presented a request for renewal of the Catalis Software contract. Catalis is a software product specifically designed for probate and used for office and public filings. The current five-year contract is expiring, and the new contract is for three years and includes training services. With the hosting fees, Year 1 is \$1,992.80, year 2 is \$2,112.37 and year 3 is \$2,239.11. Commissioner Levesque moved to approve the renewal contract with Catalis for three years, seconded by Commissioner Goodkowsky; 3-0 vote approved. Commissioner Goodkowsky moved to allow Administrator Kipfer to sign the renewal contract on behalf of the Commissioners, seconded by Commissioner Levesque; 3-0 vote approved.

LCRPC (continued)

Lincoln County Water and Sewer Feasibility and Funding Strategy RFP Response – Director Rabbe reminded the Commissioners that the study will be funded through the \$150,000 grant received earlier this year from the Department of Economic and Community Development Housing Opportunities Program. This study involves engaging an engineer to look at eight identified sites in towns that have a strong possibility for housing projects. One response was received from Fuss & O'Neill and after careful review by the LCRPC team and contacting references, the LCRPC staff would like to recommend engaging Fuss & O'Neill for this feasibility study. Commissioner Goodkowsky moved to approve accepting the RFP response from Fuss & O'Neill, seconded by Commissioner Levesque. Commissioner Levesque asked about the outcomes of the project. Director Rabbe said they hope to have a study which lowers the barriers for developers and will show the type, size and length of the lines, approximate costs for connecting to sewer and water, how that changes the density of the housing project and a funding strategy on how to pay for the projects. Staff time is built into the grant for assisting towns with these strategies. 3-0 vote approved. Commissioner Levesque moved to allow Administrator Kipfer to sign the contract with Fuss & O'Neill, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Administrator

Purchase Authorization – Replacement desktops and laptops for Deeds – Administrator Kipfer presented a Purchase Authorization for new desktops and laptops for the Deeds staff. The older desktops will be repurposed for use in the Book Room in Deeds as they are newer than the ones there. The cost will be \$3,033.00 paid to Dell Computers. Commissioner Goodkowsky moved to approve the Purchase Authorization to Dell Computers for \$3,033 for replacement computers, seconded by Commissioner Levesque; 3-0 vote approved.

MCCA Risk Pool Safe Driving Award – Administrator Kipfer announced that the Maine County Commissioners Association's Risk Pool has awarded Lincoln County a \$1,000 Safe Driving Award for 2024 which is based on our safety and miles driven.

District Attorney

Employee Resignation – Abriana DeLena – Administrator Kipfer, in the absence of the Assistant District Attorney, announced the resignation of Abriana DeLena, Victim Witness Advocate. Her last day will be October 9th, 2025, and she will be joining the Community Navigator program. Commissioner Goodkowsky moved to accept the resignation of Abriana DeLena, seconded by Commissioner Levesque; 3-0 vote approved.

Revised Job Description for Victim Witness Advocate – Administrator Kipfer presented a new job description for the Victim Witness Advocate shifting some of the duties from the prior Office Supervisor position which is now a Paralegal position. The new Victim Witness Advocate position will include office coordinator duties. Administrator Kipfer asks for approval of the draft job description which will probably also involve a regrading but will be within budget. The draft was reviewed by the District Attorney, who requested its approval. Commissioner Levesque moved to accept the draft job description for the Victim Witness Advocate as presented, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Posting of the Victim Witness Advocate position – On behalf of the DA. Administrator Kipfer requested permission to post the vacancy internally and externally. Commissioner Goodkowsky moved to approve posting the Victim Witness Advocate position internally and externally, seconded by Commissioner Levesque; 3-0 vote approved.

Old Business

LCTV Proposal – No new updates have been received. The Commissioners agreed to have this removed from the agenda.

Public Safety Building Project – Administrator Kipfer let the Commissioners know that the current properties were reviewed at the last meeting and there is one which checks all the necessary boxes, however, they have not been able to confirm if the owner will sell the property. They are reevaluating the other properties deeper and possibly looking at more sites near the one which was the best fit. Administrator Kipfer is hoping there will be another meeting next week to discuss the situation further.

Executive Session

Additional Executive Session - Administrator Kipfer requested an addition Executive Session be added for a Discussion of Real Property under 1 MRSA 405 (6) (C). Commissioner Goodkowsky moved to add a second Executive Session for Discussion of Real Property under 1 MRSA 405 (6) (C), seconded by Commissioner Levesque, 3-0 vote approved.

Discussion of Personnel – 1 MRSA 405 (6) (A) – Commissioner Levesque moved to enter Executive Session for Discussion of Personnel per 1 MRSA 405 (6) (A); seconded by Commissioner Goodkowsky, 3-0 vote approved.

Commissioner Levesque moved to come out of Executive Session, seconded by Commissioner Goodkowsky; 3-0 vote approved. No votes were taken.

Discussion of Real Property – 1 MRSA 405 (6) (C) - Commissioner Levesque moved to enter Executive Session – Discussion of Real Property – 1 MRSA 405 (6) (C), seconded by Commissioner Goodkowsky; 3-0 vote approved.

Commissioner Goodkowsky moved to come out of Executive Session, seconded by Commissioner Levesque; 3-0 vote approved. No votes were taken.

Follow-up on pending ARPA Housing funding – The Commissioners discussed the ARPA rules that were distributed by Administrator Kipfer prior to the meeting. The US Treasury has specific conditions that required awardees to allocate funds to specific uses before the December 31, 2024, deadline. The Board decided to reach out to the ARPA Housing award grantees for updates on their projects. Specifically, they should identify their progress and any barriers to completion. A summary should be prepared and presented to the Commissioners no later than the end of November 2025.

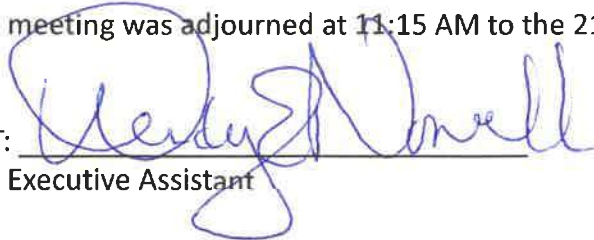
Since the US Treasury rules are very restrictive, no new Housing ARPA projects are permitted to be allocated, so the Commissioners will not be entertaining new applications. Commissioner Levesque moved to authorize Administrator Kipfer to inform the Town of Wiscasset Selectboard of this decision, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Commissioner Goodkowsky moved to adjourn the meeting, seconded by Commissioner Levesque; 3-0 vote approved.

There being no further business, the meeting was adjourned at 11:15 AM to the 21st day of October, 2025 A.D.

ATTEST:

Executive Assistant

A handwritten signature in blue ink, appearing to read "Wendy S. Small", is written over a horizontal line. The signature is fluid and cursive.