

STATE OF MAINE

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

Present: William B. Blodgett, Chair  
David Levesque  
Evan Goodkowsky

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

**Public Forum**

None

**Minutes**

**December 2, 2025** – Commissioner Levesque moved to accept the minutes as written, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Finances**

**Warrants** – Finance Director Michelle Richardson presented Accounts Payable Warrant #92 in the amount of \$203,117.09 for approval. Commissioner Goodkowsky moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Levesque; 3-0 vote approved.

**Payroll Warrant** - Director Richardson presented Payroll Warrant #2025-25 paid on December 12, 2025, in the amount of \$420,333.66 for approval. Commissioner Levesque moved to approve the Payroll Warrant as presented, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**MaineSTART Deferred Compensation Program** – Director Richardson presented information about the MaineSTART 401(a) and 457 Defined Contribution (DC) plans. MaineSTART partners with MainePERS to offer additional retirement savings vehicles for employees. Director Richardson recommends adding this benefit option to the package that is offered to employees. There is no additional cost to Lincoln County to add this option, other than a minimal increase in payroll processing time. Commissioner Levesque moved to approve adding the plan and authorize Director Richardson to sign the plan document, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Allocation of Unassigned Fund Balance** - Director Richardson presented a recommendation to designate \$285,000 of the FY2025 unassigned fund balance to the FY2026 tax commitment. This will offset a portion of the increase in county taxes to the municipalities. Commissioner Levesque moved to approve the recommendation, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Additionally, Director Richardson recommends transferring the remaining FY2025 unassigned fund balance to reserve accounts previously established by the Board. The total amount is pending the close of the 2025 Financial Statements. Commissioner Levesque moved

to approve transferring the unassigned fund balance, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Recycling Contract Renewals 2026** - Director Richardson requested permission to distribute 2026 Recycling Contracts for the non-Lincoln County towns that use the Center's services. The contracts will increase by the same percentage as the Recycling Department's operating budget in 2026. In addition, the contract dates may be adjusted to align with the County's financial year (calendar). Commissioner Goodkowsky moved to approve renewing the Recycling Contracts, seconded by Commissioner Levesque; 3-0 vote approved.

#### **Sheriff's Office**

**Jail Count** – Sheriff Todd Brackett presented the current jail count as follows effective December 16, 2025: Lincoln 31, Sagadahoc 23, Knox 39, Penobscot 50, Waldo 18, Federal 3, and Immigration Customs Enforcement (ICE) 7, for a total of 171.

#### **Animal Control Contract Renewals –**

**Town of Bristol** – Chief Deputy Rand Maker recommends a renewal of the annual contract with the Town of Bristol with the only changes being an increase in the Animal Control Officer rate and the dates of the contract. Commissioner Levesque approved the new contract for FY2026, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Town of Somerville** – Chief Deputy Maker recommends a renewal of the annual contract with the Town of Somerville with the only changes being an increase in the Animal Control Officer rate and the dates of the contract. Commissioner Goodkowsky approved the new contract for FY2026, seconded by Commissioner Levesque; 3-0 vote approved.

**Town of Westport Island** – Chief Deputy Maker recommends a renewal of the annual contract with the Town of Westport Island with the only changes being an increase in the Animal Control Officer rate and the dates of the contract. Commissioner Levesque approved the new contract for FY2026, seconded by Commissioner Goodkowsky; 3-0 vote approved.

#### **Marine Law Enforcement Services Contract Renewals –**

**Town of Bremen** – Sheriff Brackett recommends a renewal of the annual contract with the Town of Bremen with the only changes being the dates of the contract. Commissioner Levesque approved the new contract for FY2026, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Town of Bristol** – Sheriff Brackett recommends a renewal of the annual contract with the Town of Bristol with the only changes being the dates of the contract. Commissioner Goodkowsky approved the new contract for FY2026, seconded by Commissioner Levesque; 3-0 vote approved.

**Town of South Bristol** – Sheriff Brackett recommends a renewal of the annual contract with the Town of South Bristol with the only changes being the dates of the contract. Commissioner Levesque approved the new contract for FY2026, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Court Security Contract Renewal** – Sheriff Brackett recommends renewing the long-standing contract with the State of Maine Marshal's Service to provide court security services. The contract totals \$284,529, a 5% increase over the previous contract and would be in effect from January 1, 2026 through December 31, 2027. Commissioner Levesque approved renewing

the contract with the terms discussed and authorizing Sheriff Brackett to sign on their behalf. seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Purchase Authorization – Duty Ammunition** – Chief Deputy Maker presented a Purchase Authorization in the amount of \$5,758 to purchase duty ammunition from AA Police Supply. Three bids were solicited and this was the lowest cost for similar products. This is an annual purchase for the department. Commissioner Levesque moved to approve the purchase, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Bureau of Highway Safety Grant** – Sheriff Brackett recommends accepting a grant in the amount of \$9,900 from the Bureau of Highway Safety for speed enforcement. In addition to funding for overtime coverage, the grant may also provide traffic radar units. Commissioner Goodkowsky approved accepting the grant, seconded by Commissioner Levesque; 3-0 vote approved.

**Hiring Authorization Request** – Sheriff Brackett presented a request from recently retired Detective Sergeant Ronald Rollins to return to his position effective January 1, 2026. Det. Sgt. Rollins was a valued member of the Sheriff's Office and Sheriff Brackett wholeheartedly recommends welcoming him back to the ranks. Commissioner Levesque moved to approve the rehire, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Weapon Storage Grant Application** – Sheriff Brackett recommends applying for a grant in the amount of \$18,893 from the State of Maine – Department of Public Safety (Byrne Crisis Intervention Program Weapon Storage) for funding to reconfigure space in the old jail at the Sheriff's Office. Current evidence storage limitations are hindering our ability to safely and effectively store weapons that were seized or surrendered by their owners. The volume of firearms that are in our custody has increased significantly over the past few years and we need additional space. If awarded, the funds would allow the former cellblocks to be reconfigured to open up more space and to purchase storage racks to keep the weapons off the floor. Commissioner Levesque moved to approve applying for the grant, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Records & Training Manager Job Description** – Sheriff Brackett presented a draft job description for the newly created Records & Training Manager. This position was added in the 2025 budget and the job description has been in progress for several months. Commissioner Levesque moved to approve the job description as presented, seconded by Commissioner Goodkowsky; 3-0 vote approved. Commissioner Goodkowsky moved to approve posting the vacancy, seconded by Commissioner Levesque; 3-0 vote approved.

## **Emergency Management**

**Hunt Hill Tower & AM Radio Transmitter** – EMA Director Emily Huber presented a recommendation to the Board to discontinue use of the AM Radio Transmitter located on the Hunt Hill Tower site. This tower is privately owned, and the County has permission to locate a small building, solar panels, and radio equipment at the site. Newcastle Fire has permission to have a radio repeater at the same location and also uses the solar panels to power their equipment. Because the solar panels are not strong enough in the winter to power both the radio equipment and the Fire repeater, the EMA office is spending a significant amount of time maintaining the panels without the ability to use the transmitter. The transmitter also has range limitations that make continued upkeep a poor investment of department resources. Director

Huber seeks permission to notify the landowners of her intent to discontinue EMA operations at the tower site and offer the shed and solar panels to Newcastle Fire for their use in operating the Fire repeater. If the landowner does not consent to the new arrangement, then the EMA office will make arrangements to have the equipment removed from the property and find an alternate use for the assets. Commissioner Levesque moved to approve the recommendation, seconded by Commissioner Goodkowsky; 3-0 vote approved.

#### **LCRPC**

**FY2026 EPA Brownfields Assessment Grant** – Executive Director Emily Rabbe requests permission to apply for an EPA Brownfields Assessment Grant that could provide up to \$500,000 funding towards projects in Lincoln County. Commissioner Levesque moved to approve applying for the grant, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Contract Amendment FY26 Municipal Planning Assistance Program** – Director Rabbe presented a contract amendment to the Municipal Planning Assistance Program contract. This amendment would provide an additional \$1,800 in funding to cover the cost of a staff person receiving FEMA floodplain management training/certification. Commissioner Levesque moved to approve the amendment, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Employee Resignation** – Director Rabbe presented a resignation letter from Land Use & Transportation Planner Curtis Brown, effective December 19, 2025. Mr. Brown will be pursuing a graduate degree in Analytics and wishes to remain an employee in a Per Diem capacity. Commissioner Goodkowsky moved to accept the resignation with great appreciation and approved the change in employment status, seconded by Commissioner Levesque; 3-0 vote approved. Commissioner Levesque moved to approve the posting of the Land Use & Transportation Planner vacancy, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Job Description Update** – Director Rabbe presented an updated job description for the Land Use & Transportation Planner position. Commissioner Goodkowsky moved to accept the changes as presented, seconded by Commissioner Levesque; 3-0 vote approved.

#### **Administrator**

**Purchase Authorization for Recycling Truck Repairs** – County Administrator Carrie Kipfer presented a Purchase Authorization from New England Kenworth in the amount of \$7,670.28 for repairs to the 2019 Roll-off truck. After many repair visits, it was determined that the exhaust manifold was cracked and needed replacement. Commissioner Levesque moved to approve the payment as presented, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Registry of Deeds Fee Schedule Update** – Administrator Kipfer presented the 2026 Fee Schedule for the Registry of Deeds. The only change is to increase the Attestation Fee to \$5.00 per document. Commissioner Levesque moved to accept the updated schedule, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Abatement Received – Hardman vs. Nobleboro** – Administrator Kipfer presented a new tax abatement appeal from Carolyn Hardman, Sullos Road vs. the Town of Nobleboro. Once the Commissioners accept the appeal, the Administrator will work to get a date scheduled for the hearing. Commissioner Goodkowsky moved to accept the appeal for Hardman vs. Nobleboro, seconded by Commissioner Levesque; 3-0 vote approved.

**Opioid Settlement Grant Report** – Administrator Kipfer shared the Opioid Settlement Grant Report received from Hearty Roots detailing their activities using grant funds. The goals and outcomes of the grant activities were reviewed and the Board was appreciative that the agency's efforts exceeded their stated goals. This report will be used to prepare the County's annual report to the Attorney General's Office. Commissioner Goodkowsky moved to accept the annual report, seconded by Commissioner Levesque; 3-0 vote approved.

**FY2026 Computer Replacement Pre-purchase** – Administrator Kipfer advises the Board that the County's Dell Sales Executive has reached out regarding forecasted cost increases for memory components in computers and servers. If possible, it is suggested that computer purchases be made early in the year to avoid the impact of these cost increases and associated component shortages. Administrator Kipfer is identifying the 2026 purchases planned so they can be acquired in December or January.

**Community Navigator Contract Renewal** - Administrator Kipfer presented a contract renewal with CLC YMCA to provide Community Navigator services in 2026. This is the final year of a three-year allocation of ARPA funds to provide this service, with the total amount at \$152,225.40. This reflects a 4% increase over the 2025 contract amount. Commissioner Levesque moved to approve the renewal and updated amount, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Similar services are also provided to towns on the Boothbay peninsula by the Community Resource Council, also using ARPA funds. Administrator Kipfer recommends increasing the contribution to CRC in 2026 by the same percentage as CLC YMCA. Commissioner Goodkowsky moved to approve the increase in contribution, seconded by Commissioner Levesque; 3-0 vote approved.

## **Old Business**

**Public Safety Building Project** – Administrator Kipfer updated the Commissioners on the status of the land search for the new Public Safety Building. Only one viable property remains on the original list of sixteen locations and the consultants will be providing a formal recommendation to proceed with evaluating the purchase opportunity for this parcel.

An additional location was considered to be added to the list as it seemed like it may be viable, but under further consideration, there are nearby hazards that would limit the viability. Additionally, the two parcels total less than the needed 14 acres. The consultants declined to explore this location due to these factors and it was not added to the original list of sixteen. Sheriff Brackett returned to the meeting along with EMA Director Huber to join this discussion. Sheriff Brackett indicated his support of the location even with the nearby hazards, but EMA Director Huber indicated that she would not be supportive of the location. The Commissioners discussed this more and Commissioner Goodkowsky voiced his concern that the final parcel was far from his District and he would not be in support of this location; instead he wants to see the building located west of the Damariscotta River so that it was a closer response location to towns that he represents. Commissioner Levesque was a participant in the recent conference call with the consultants and indicated his support of a location closer to the center of the county, but none of the parcels that were identified as being viable were available for sale. At the end of the discussion, Commissioner Levesque motioned to move forward with the

property (in Damariscotta/Nobleboro) recommended by the consultants, seconded by Commissioner Blodgett; 2-1 (Goodkowsky) vote approved.

#### **Commissioners' Updates**

**MCCA** – Commissioner Levesque reported on the December 9/10 MCCA visit to TBRJ and the monthly meeting also held at the jail.

**LCRPC** – Commissioner Goodkowsky let the Commissioners know that the next full Board meeting is December 18, 2025, in person at the LCRPC offices.

**CCWI** – No updates.

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

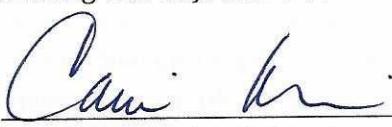
Commissioner Levesque moved to come out of Executive Session, seconded by Commissioner Goodkowsky; 3-0 vote approved. No votes were taken.

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

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

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 12:37 PM to the sixth day of January 2026 A.D.

ATTEST:   
County Administrator