

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the twenty-first day of February 2023 by adjournment from the seventh day of February 2023.

Present: Hamilton W. Meserve
William Blodgett

Absent: Mary Trescot (medical leave)

Minutes

February 7, 2023 - Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Finance Department

Warrants

On behalf of Finance Director, Michelle Richardson, County Administrator Carrie Kipfer presented for approval 2023 payroll warrant #2023-03 for \$214,596.22. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Sheriff's Department

Jail Count – Sheriff Todd Brackett reported the jail count as follows: Lincoln 26, Sagadahoc 27, Knox/Waldo 42, Penobscot 60, Cumberland 01, and Federal 04 for a total of 160.

Addiction Resource Center Contract Renewal – Sheriff Brackett presented a renewal to the existing Addiction Resource Center contract for Recovery Coaching services. The one-year contract will be in effect for the 2023 calendar year and the annual cost is \$178,860. Commissioner Meserve moved to approve renewing the contract, pending the correction of two typographic errors, seconded by Commissioner Blodgett; 2-0 vote approved.

Shellfish Control Contract – Sheriff Brackett presented a renewal to the Shellfish Contract with the Towns of Damariscotta and Newcastle (joint contract). Commissioner Meserve moved to approve renewing the contract as presented, second by Commissioner Blodgett; 2-0 vote approved.

Out of State Travel Request – Sheriff Brackett requested permission for Deputy Matthew Ryan to attend a training at the National Criminal Justice Training Center in Murfreesboro, Tennessee on April 3-7, 2023. There is no charge for the training, but there will be associated travel and wage expenses related to those dates. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Emergency Management Agency

EMA Director, Casey Stevens, presented an updated contract for heated indoor storage for equipment with Just Right Storage in Damariscotta. The monthly cost is \$1,200 and the contract is for one year, to end on February 29, 2024. Commissioner Meserve moved to approve renewing the contract as presented and to authorize payment for the first six months, second by Commissioner Blodgett; 2-0 vote approved.

Communications

Hiring Recommendation – Director of Communications, Tara Doe, presented a hiring recommendation for an Emergency Communications Officer. Rhiannon Hersey will begin employment on March 8, 2023. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

A second hiring recommendation was made by Director Doe. Michael Johnson will begin on a date TBD. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Employee Change of Status – Reserve ECO Emily Bohan has submitted a request to transfer to a full-time position effective March 8, 2023. She was previously a FT Lincoln County ECO and has been a Reserve ECO since October 2022. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Renewal of Communication Services Contracts – Renewal of contracts with the Towns of Farmingdale, West Gardiner, Pittston and Randolph were discussed. Administrator Carrie Kipfer recommends an increase of 12.75% to each contract, as this reflects the departmental budget increase for the Communications Center in 2023. The new contracts will be for a term of one year and will begin July 1, 2023. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Lincoln County Regional Planning Commission – Executive Director Mary Ellen Barnes and County Planner Emily Rabbe presented a grant application proposal received from Maine Sea Grant. This grant opportunity through NOAA would provide approximately \$8,000 of funding for a two-year timeframe to LCRPC to assist in expanding resilience activities related to disaster preparedness. Commissioner Meserve moved to approve applying for the grant along with Maine Sea Grant, second by Commissioner Blodgett; 2-0 vote approved.

Administrator Kipfer updated the Board on the status of the Regional and Tribal Broadband Partners Program with the Maine Connectivity Authority. A final Contract for Services in the amount of \$234,420 for a one-year term was presented. Commissioner Meserve moved to approve accepting the contract and to authorize Administrator Kipfer to sign on behalf of the County, second by Commissioner Blodgett; 2-0 vote approved.

Director Barnes presented a Broadband Consulting Agreement that will directly support the previously voted contract. The one-year, \$26,000 contract will fund a consultant to perform a specific requirement of the grant. Evan Goodkowsky will be hired as the consultant and will begin outreach to the towns in the region. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Administrator

Payment Authorization – Administrator Kipfer presents a payment authorization on behalf of the Register of Deeds, Rebecca Wotton. The invoice from Info Quick Solutions in the amount of \$6,865.96 is for the scanning of images in 54 record books. The funds will come from the Deeds surcharge account. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

DOT Public Meetings – Notices for two on-demand public meetings have been received from the Maine Department of Transportation in regards to upcoming replacement of Jewett

Bridge in Whitefield and New Bridge in Woolwich. Commissioner Meserve moved to accept notice, second by Commissioner Blodgett; 2-0 vote approved.

Merrymeeting Adult Education Funding Request – A previous request from Allen Lampert, Director of Merrymeeting Adult Ed was reviewed. Director Lampert also presented his funding request to the Sagadahoc County Commissioners to fund a portion of the annual budget for providing services to Two Bridges Regional Jail. The Sagadahoc County Board agreed to include funding for 1/3 of the annual operating costs in their upcoming budget if Lincoln County also provided 1/3. The Commissioners discussed and agreed to include the amount in the next budget cycle (2024). Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Two Bridges Regional Jail Authority – The Board considered a request from Administrator Kipfer to alter the status of Chief Deputy Rand Maker’s membership on the Jail Authority. Effective immediately, he will become a full member of the Board and will no longer be an alternate member. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Recycling Contract Renewals – On behalf of Recycling Supervisor Timmy Richardson, Administrator Kipfer presents a recommendation to the Board to send renewal notices for Recycling Contracts with existing customers from the Towns of Georgetown, Warren, Windsor, Pittston and Tri-County Solid Waste. An increase of 6% to reflect the 2024 operating budget increase is recommended. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Executive Session: Discussion of Legal-1MRSA 405 (6) (E)


Commissioner Blodgett moved to enter into Executive Session. Out of Executive Session. Commissioner Blodgett moved to approve a payment of legal fees as discussed, second by Commissioner Meserve; 2-0 vote approved.

Executive Session: Discussion of Personnel-1MRSA 405 (6) (A)

Commissioner Meserve moved to enter into Executive Session, second by Commissioner Blodgett; 2-0 vote approved. Out of Executive Session. Commissioner Blodgett moved to approve a temporary pay rate adjustment as discussed, second by Commissioner Meserve; 2-0 vote approved.

Pre-Audit Workshop: Administrator Kipfer discussed proposed adjustments to fund balance and usage of 2022 surplus funds to offset the 2023 operating budget and tax commitment. Final adjusting entries will be prepared and presented at the March 7th Commissioners meeting.

There being no further business, the meeting was adjourned to the 7th day of March, 2023 A.D.

ATTEST: 
County Administrator