

## STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the fifth day of August 2025 by adjournment from the fifteenth day of July 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.

### Public Forum

None.

### Minutes

July 15, 2025 – Commissioner Goodkowsky moved to approve the minutes as presented, seconded by Commissioner Levesque; 3-0 vote approved.

### Finance Department

**Warrants** – Bookkeeper, Caitlin Tardif presented for approval Accounts Payable Warrant #65 for \$413,528.41. Commissioner Levesque moved to approve, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Bookkeeper Tardiff presented for approval Accounts Payable Warrant #66 for \$487,826.31. Commissioner Levesque moved to approve, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Bookkeeper Tardiff presented for approval Accounts Payable Warrant # 68 for \$30,400.88. Commissioner Levesque moved to approve, seconded by Commissioner Goodkowsky; 3-0 vote approved.

Bookkeeper Tardiff presented for approval Payroll Warrant #2025-15 for \$270,467.57, noting that overtime is down from the prior month. Commissioner Goodkowsky moved to approve, seconded by Commissioner Levesque; 3-0 vote approved.

### Sheriff's Department

**Jail Count**- Chief Deputy Rand Maker presented the current jail count as follows: Lincoln 24, Sagadahoc 22, Knox 27, Penobscot 50, Waldo 29, Federal 3, Border Patrol 2, and Immigration Customs Enforcement 13 for a total of 170.

**Purchase Authorization** – Chief Deputy Maker explained that the Purchase Authorization for Motorola Solutions for \$6,120 was already approved in May so is not needed. He presented a Purchase Authorization for Hillside Collision Center for \$7,951.08 for repairs to

Unit 820, a Ford. The repairs are fully covered by insurance. Commissioner Levesque moved to accept Purchase Authorization for \$7,951.08 to Hillside Collision Center, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Animal Control Services – Southport** – Chief Deputy Maker requested permission to approve a proposal to enter into a contract to extend Animal Control Services to Southport. The contract will be from August 1, 2025, through December 31, 2025, to keep the contract in line with all the other Animal Control agreements. He has also been in contact with Edgecomb about the possibility of extending services to their town. Commissioner Levesque moved to authorize Chief Deputy Maker to enter into an Animal Control Services Contract with the Town of Southport, seconded by Commissioner Goodkowsky; 3-0 vote approved.

### **Communications**

**Purchase Authorization – Mapping for CAD Software Upgrade Project** – Director Tara Doe presented a purchase authorization for \$3,000 to Viewshed from Yarmouth for a mapping project for the new CADS system which will assist in breaking out more detailed layering of zones for the towns similar to the existing CAD system. This will allow for better dispatching once we move to the new CADS system. Commissioner Goodkowsky moved to approve the purchase authorization for the mapping software upgrade project, seconded by Commissioner Levesque; 3-0 vote approved. ARPA funding will be used if a balance is available.

**Employee Resignation – Craig Balsdon** – Director Doe presented the resignation of Craig Balsdon whose last day was July 31, 2025, and the resignation came in after the last Commissioners Meeting. He is leaving to go to another Communications Center in another county and will need to be replaced. Commissioner Levesque moved that the resignation of Craig Balsdon be accepted with regrets, seconded by Commissioner Goodkowsky; 3-0 vote approved.

### **EMA**

**Homeland Security Grant Application FY26** - Director Emily Huber raised an issue with the current application process for the Homeland Security Grant for FY26. The application was released to the applicants last Thursday with a deadline of the following Sunday to submit the grant. These grants are an annual process and generally the funds are used for projects outside of the budget. Administrator Carrie Kipfer reviewed the new grant guidelines with Director Huber, and they discovered several new clauses in the application terms and conditions. One of the sections under communication and cooperation with Homeland Security and Immigration Officials will now require that “we will honor requests for cooperation such as participation in joint operations, sharing of information, or requests for short-term detention of an alien pursuant to a valid detainer. A jurisdiction does not fail to comply with this requirement merely because it lacks the necessary resources to assist in a particular instance.” Administrator Kipfer had conversations with the Maine Emergency Management Agency (MEMA) because these grant funds are administered through the agency, and they would have to agree to these terms as well as every subgrantee. This policy is contrary to our Sheriff’s Office’s, and the Two Bridges Regional Jail’s policies. Administrator Kipfer did not feel the County could, in good faith, apply

for this grant. Our EMA department operations focus on community resiliency and not on immigration enforcement. She consulted with the Commissioners prior to this meeting due to the August 3<sup>rd</sup> deadline for the grant submission and received their approval not to submit for the Homeland Security Grant. MEMA has advised us that the Maine Attorney General's Office, along with other states, is contesting these terms but it is a new grant, not a continuation of an existing grant which could mean the terms will hold.

**EMPG Grant Application FY26** – Commissioner Kipfer is expecting similar language in the application for the EMPG Grant when it is released, as well as in the Stone Garden and other federal grants. In the short term, the items we were looking for funding on will not affect us but in the long term, it could have a larger impact. Administrator Kipfer let her counterparts in the other counties know about the change in terms.

#### **LCRPC**

**Request to issue RFP for DECD Housing Opportunities Program Grant implementation**  
– Economic & Community Development Planner, Alex Zipparo and Land Use & Transportation Planner, Curtis Brown presented a request to issue a Request for Proposal (RFP) for the implementation of the Department of Economic and Community Development (DECD) Housing Opportunities Program Grant. This program is structured around expanding housing infrastructure in Lincoln County building off the housing needs assessment in 2023. We are looking to expand sewer and water access to help reduce costs of building new homes. The grant is for \$140,000 and there is a \$10,000 match which will be met in kind through staff salaries. They have reached out to the towns for input regarding priority parcels in each town. Mr. Zipparo explained that the RFP addresses the list in appendix A of the priority parcels. The next step is to have the RFP for an engineer brought in. They hope to have a recommendation of which engineer to hire ready for approval in September and to start the work with the engineer in the fall with the project completed by August of 2026. The completed project will have a list of the costs and plans designed for water and sewer for installation in the towns. The Towns involved are Damariscotta, Newcastle, Wiscasset and Waldoboro. Commissioner Goodkowsky moved to approve the RFP for the DECD Housing Opportunities Program Grant, seconded by Commissioner Levesque; 3-0 vote approved.

#### **District Attorney**

**Job Descriptions Updates** - Abriana DeLena, Victim Witness Advocate for the District Attorney's Department, and Administrator Kipfer presented a proposal for reorganizing the positions in the DA's office due to the departure of the Office Supervisor. They met with the Deputy DA to look at shifting some of the duties of the Office Supervisor to one of the Victim Witness Advocate, which would not be a supervisory role but rather an office coordinator managing schedules and workflow. They will also be adding a few duties to the second Victim Witness Advocate position. The role of the Office Supervisor will be split from the Paralegal role and return it to a separate role. The position that will be vacant and need to be posted would be the Paralegal role. There would be some changes to the Legal Secretaries positions. There have been changes in their roles over the years and they are now very active in working with the drug court, custom restriction orders and restitution so these changes are addressed in the

new job descriptions. There are drafts of the job descriptions which have been sent to the District Attorney for review. The changes will be presented to the Commissioners next month when they are finalized. The need for approval today is to have permission to split the Paralegal position out of the Office Supervisor position and post it for applications. Commissioner Levesque moves to accept the proposal presented by the County Administrator and continue the process of reviewing the job descriptions with the District Attorney, seconded by Commissioner Goodkowsky; 3-0 vote approved. The Paralegal position may be posted as a vacancy.

**DA's Office Outstanding Restitution** – Ms. DeLena presented an Order on Payment of Restitution signed by Justice Billings requiring that the defendant, Aaron Morgan, makes payments of \$20 per month when he is released from Department of Corrections on January 15, 2027. If that order is not followed upon his release, orders to enforce could be filed at that time but the defendant did make it clear that he planned to pay the restitution. Ms. DeLena let the Commissioners know that in the future, the DA's office plans training for their staff to allow for garnishing of income tax refunds and possibly wages for restitution.

#### **Administrator**

**Paid Family Leave Self-Insured Plan Policy** – Administrator Kipfer presented a proposal to create the County's own Self-insured and Self-Administered Plan in house. This will allow the County to pay \$18,000 a quarter to our own reserve account, instead of to the State of Maine for use towards PFML claims in the future. We will need to submit the application to the State for their approval. The Self-Insured Plan has been written based on the State's plan. We would need to continue paying the State quarterly until they approve our Plan. Once they do, the funds will be placed in a PFML reserve account where we would get interest accrued rather than the State keeping any interest on the funds. The funds we have paid to the State would not be refunded to us, although there are a few employers who have taken the State to court to get the previously paid funds returned. Commissioner Levesque moved to approve the Draft Paid Family Leave Self-Insured Plan Policy to be submitted to the State, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Opioid Settlement Participation Agreement Authorization** – Administrator Kipfer presented a confidential Agreement from the Legal Counsel representing us in the case. There is a new defendant and the Commissioners' permission is needed for the Administrator to sign and accept the proposal to be part of the settlement and vote via master ballot regarding the bankruptcy action last September. If it goes through, the results of the settlement will be brought back to the Commissioners for acceptance. Our Legal Counsel advises acceptance or the terms as presented. Commissioner Levesque moved to authorize participation in the Opioid Settlement Participation Agreement as advised by Legal Counsel, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Tax Abatement Appeal Decision – Hillstrom v. Town of Whitefield** – The Decision was submitted to the Commissioners for review. Commissioner Levesque moved to accept the

Decision on the Tax Abatement Appeal of Hillstrom v. the Town of Whitefield as presented, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Purchase Authorization – Five Cruiser Laptops \$13,820** – Administrator Kipfer presented a Purchase Authorization for five Cruiser Toughbook laptops to be mounted in the Sheriff Office's Cruisers; they can also be removed from the vehicles for paperwork in the office. The State pricing of \$13,820 includes warranty and power adaptors. These laptops are needed to replace aged out units on a four-year rotation. Commissioner Levesque moved to approve the Purchase Authorization of \$13,820 for five Cruiser laptops, seconded by Commissioner Goodkowsky; 3-0 vote approved.

**Tedford Housing Discussion** – Administrator Kipfer received an email from Andrew Lardie, Executive Director of Tedford Housing in Brunswick, an organization that provides emergency shelter to homeless adults in the region. They are building a new facility in Cook's Corner and are looking to see what they could do to assist in Lincoln County. Administrator Kipfer reached out to the Navigator Program at CLCYMCA to see what the need is in the County. There is a need which is addressed by the Ecumenical Homeless Prevention Coalition out of the Second Congregational Church in Newcastle. The Administrator met with Mr. Lardie to discuss their program, their facility and their services offered and how they could need in Lincoln County. He would also like to connect with the Navigator programs to set up direct referrals to Tedford Housing. He is also interested in possible funding and would like to meet with the Commissioners to give them more background on their program. The Commissioners would be interested in hearing from Mr. Lardie about what their priorities and plans are. Administrator Kipfer will set up a time for him to come to the Commissioner's meeting.

We did also receive an application from the Eldercare Network for funding from the FY26 Budget.

**Broadband Community Celebration – August 14** – Fidium Broadband is nearing completion, and they will be celebrating on Thursday August 14<sup>th</sup> at the Wiscasset Community Center. Free food, swag and music – everyone is invited.

#### **Old Business**

**LCTV** – Administrator Kipfer is still waiting to hear back from LCTV Executive Director, Larry Sidelinger.

**Public Safety Building Project** – Administrator Kipfer, along with the Sheriff and our consultants, went on five site visits and drive by on several other sites. There were some properties which have been removed due to topography issues. The property list is now with the Planning Department to do mapping and regulatory analysis review and hopefully it will be completed by the end of the week of August 18<sup>th</sup>.

#### **Commissioners' Updates**

**CCWI** – The next Board of Directors meeting will be August 15<sup>th</sup> at 9 AM.

**LCRPC** – The next meeting will be August 19<sup>th</sup> at 6 PM and will be a hybrid meeting at the Planning Office.

**16 Mills Road Ribbon Cutting** – Commissioner Levesque represented the Commissioners at the Ribbon Cutting at the new facility in Newcastle. Governor Mills was in attendance along with other State government guests. There was a lot of appreciation for the County's participation in this project.

**MCCA** – All the Commissioners will be attending the September Convention.

**Executive Session – Discussion of Real Property – 1 MRSA 405 (6)(C)**

Commissioner Goodkowsky moved to enter Executive Session, seconded by Commissioner Levesque, 3-0 vote approved. Out of Executive Session, no votes were taken.

The meeting was reconvened at 11:00 AM in the Multipurpose room for the Abatement Hearing and will be recorded separately. The parties are JLLD Trust, Jerry Ogle Trustee vs. the Town of Bremen.

Commissioner Levesque moved to adjourn the meeting at 4:49 PM, seconded by Commissioner Goodkowsky; 3-0 vote approved.

There being no further business, the meeting was adjourned at 4:49 PM to the 19<sup>th</sup> day of August 2025 A.D.

ATTEST:

  
Executive Assistant