

# STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the sixth day of February 2024 by adjournment from the twenty-third day of January 2024.

Present: Hamilton W. Meserve  
Mary Trescot  
Remote Participation: William B. Blodgett

## Public Forum

Members of the community, Peter Bruun, Leigh Perkins, Will Matteson and Abigail Boudin addressed the Commissioners with an offer to provide information that will assist the Board in deciding how to make best use of the Opioid Settlement funds that have been received. Mr. Matteson represents Healthy Lincoln County and Ms. Boudin represents the Lincoln County Recovery Community Center. Mr. Bruun and Ms. Perkins are also active in community groups that work with the SUD and Recovery population.

The Board had an interactive conversation and asked for ways to gather more information to assist in making these decisions. Sheriff Todd Brackett and County Administrator Carrie Kipfer offered to have a workshop with interested parties to gather ideas on ways to improve the services offered in Lincoln County.

## Minutes

**January 23, 2024-** Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

## Finance Department

### Warrants

Finance Director Michelle Richardson presented for approval accounts payable warrant #98 (2023) for \$132,587.11. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

Accounts payable warrant #37 (2024) for \$285,729.30. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

Payroll warrant #2024-02 for \$231,310.08 was presented for approval. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

## Sheriff's Department

**Jail Count** – Sheriff Brackett reported the jail count as follows: Lincoln 18, Sagadahoc 14, Knox 31, Penobscot 53, Waldo 42, Oxford 02, and Federal 05 for a total of 165.

**Payment Authorization** – Sheriff Brackett presents a payment request in the amount of \$3,310.16 from TJ Morris & Sons for the purchase of training ammunition. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

**Payment Authorization** – Sheriff Brackett presents a payment request in the amount of \$3,075.00 from Lexipol for annual online training services. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

**Employee Resignation** – Sheriff Brackett presents a resignation letter from Patrol Deputy Owen Beattie effective February 9, 2024. Commissioner Trescot moved to accept with regrets, second by Commissioner Blodgett; 3-0 vote approved.

**Employee Transfer Recommendation** – Sheriff Brackett recommends reassigning Transport Deputy Justin Drake to Patrol Deputy position effective January 12, 2024. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

**Alternative Sentencing Program Contract Renewal** - Chief Deputy Rand Maker presents a contract renewal with Wavus Camp for the Alternative Sentencing Program scheduled for April 26-May 3, 2024 in the amount of \$2,200.00. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

## **Communications**

**Employee Hiring Recommendation** - Communications Director Tara Doe requests permission to hire Sabrina Poulin to the position of reserve Emergency Communications Officer. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

**Employee Hiring Recommendation** - Director Doe requests permission to hire Trevor Whitney to the position of full-time Emergency Communications Officer. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

**Employee Termination Recommendation** – Administrator Kipfer requests permission to terminate employment of Curtis Bigelow from the position of full-time Emergency Communications Officer effective January 26, 2024. Commissioner Trescot moved to approve, second by Commissioner Blodgett; 3-0 vote approved.

## **Lincoln County Regional Planning Commission**

**Letter of Support** – Executive Director Emily Rabbe presents a request from the Boothbay Harbor Sewer District for a Letter of Support from the County Commissioners to add to their Congressionally Directed Spending Request. The request will be submitted to Senator Susan Collins and Senator Angus King for their consideration. Commissioner Trescot moved to approve the letter that was presented, second by Commissioner Blodgett; 3-0 vote approved.

**Summer Intern** – Director Rabbe requests permission to submit an application to the Margaret Chase Smith Policy Center to participate in the Summer Intern hiring program. In the past, one intern has been hired to assist in a variety of Planning Office activities. This year, a second intern is being requested to specifically assist Lincoln County municipalities with inventorying the town road right-of-ways through research with land deed records and DOT records. Partial funding for the position would be available through the DOT contract currently in place, plus a nominal fee that would be charged to municipalities for the assistance. Commissioner Trescot moved to approve applying for two interns, second by Commissioner Meserve; 3-0 vote approved.

**Administrator**

**Maine Revenue Tax Portal Changes** – On behalf of Registrar of Deeds Rebecca Wotton, Administrator Kipfer presents a request to send a letter to Maine Revenue Services to ask to be included in upcoming Tax Portal Implementation Team. The portal is expected to “go live” in October 2024 and no communication or training has been offered to date. Commissioner Trescot moved to send a letter requesting inclusion in the planning process, second by Commissioner Blodgett; 3-0 vote approved.

**Contracted Service Agreement with TBRJ** – A recent staffing change at Two Bridges Regional Jail has presented a need for fiscal oversight and day-to-day operational assistance. Finance Director Richardson has spent several days with Jail Administrator James Bailey to develop a work plan for the short term. After a meeting of the Executive and Finance Committees of TBRJ, it was suggested that a fee for service arrangement would be implemented for the short-term, with a plan to identify what the long-term staffing need is. Commissioner Trescot moved to approve providing short-term fiscal service to TBRJ with a monthly invoice for costs, second by Commissioner Blodgett; 3-0 vote approved.

**Payment Authorization** – The annual Snow Removal contract with Steele’s Landscaping was presented for payment in the amount of \$17,400.00. This is the third and final year of the contract. Commissioner Trescot moved to approve the payment, second by Commissioner Blodgett; 3-0 vote approved.

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

Commissioner Trescot moved to enter into Executive Session, second by Commissioner Blodgett; 3-0 vote approved. Joined by LCRPC Executive Director Emily Rabbe. Out of Executive Session, no votes taken.

There being no further business, the meeting was adjourned to the 20th day of February, 2024 A.D.

ATTEST:   
County Administrator