

STATE OF MAINE

Lincoln, ss.

December Term, 2019

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

Present: Mary R. Trescot, Chair
William B. Blodgett
Hamilton W. Meserve

Commissioner Trescot opened the meeting by leading in the Pledge of Allegiance.

There was no one present for Public Forum.

Commissioner Meserve moved to approve minutes from the January 21, 2020 meeting; second by Commissioner Blodgett; 3 – 0 vote approved.

From the Finance Department, Finance Director, Michelle Cearbaugh, presented for approval:

Warrant #713 (2019) \$ 28,720.29

Motion to approve by Commissioner Blodgett; second by Commissioner Meserve; 3 – 0 vote approved.

Warrant #4 (2020) \$382,648.54

Motion to approve by Commissioner Meserve; second by Commissioner Blodgett; 3 – 0 vote approved.

Warrant #5 (2020) \$246,064.33

Motion to approve by Commissioner Blodgett; second by Commissioner Meserve; 3 – 0 vote approved.

Warrant #7 (2020) \$305,792.34

Motion to approve by Commissioner Blodgett; second by Commissioner Meserve; 3 – 0 vote approved.

All three Commissioners signed the four warrants.

One (1) Payroll Warrant was presented for approval:

Payroll Warrant #2020-3 \$176,423.77

Motion to approve by Commissioner Blodgett; second by Commissioner Meserve; 3 – 0 vote approved.

All Commissioners signed.

Sheriff Todd Brackett reported a current Jail count at Two Bridges Regional Jail (TBRJ): 25 Lincoln County inmates; Sagadahoc County holds 29 inmates at TBRJ; Federal 1; Oxford 40; Penobscot 59; and Hancock 1, and Knox 1 for a total of 156. An additional 26 are being diverted by the Lincoln County Sheriff's Office; 21 are diverted by Maine Pretrial and 129 by the Addiction Resource Center.

A Service Agreement with Karen Clarke of Jefferson was presented for approval. Ms. Clarke will be contracted to provide planning and implementation services for the Alternative Sentencing Program (ASP). Previously, she provided these services as an employee of Maine Pretrial. The contract is for \$3,000 and will cover the April 24-May 1, 2020 ASP session. Commissioner Blodgett moved to approve; second by Commissioner Meserve; 3-0 vote approved. Commissioners authorized Sheriff Brackett to sign.

A Letter of Agreement with Kieve-Wavus Education was presented, also for the ASP April session. It will allow the program to operate at their facility and provides certain services that are needed by the program. Commissioner Blodgett moved to approve; second by Commissioner Meserve; 3-0 vote approved. Commissioner Trescot signed.

Sheriff Brackett presented a purchase order for \$3,285.00 to send Deputy Sean Pfahler to a multi-session training for Accident Scene Reconstruction offered by the Institute of Policy Technology and Management. The training will be held in Dover, NH, for a total of six weeks of classes beginning in March 2020. Commissioner Blodgett moved to approve; second by Commissioner Meserve; 3-0 vote approved. All Commissioners signed the purchase order.

A purchase order of \$3,350.00 was presented by Sheriff Brackett for the annual subscription to JPMA Staff Development Solutions. This is the service used for online staff training by all Sheriff's Office staff for multiple topics. Commissioner Blodgett moved to approve; second by Commissioner Meserve; 3-0 vote approved. All Commissioners signed the purchase order.

Chief Deputy Maker presented a purchase order for \$4,474.53 for repairs to a 2016 Ford SUV that was involved in a crash on January 16, 2020. The repairs were completed by Hillside Collision and \$3,474.53 has been received by the Risk Pool. The remaining \$1,000.00 is the County's deductible. Commissioner Blodgett moved to approve; second by Commissioner Meserve; 3-0 vote approved. All Commissioners signed the purchase order.

Sheriff Brackett presented a purchase order for \$4,786.23 to purchase 61 State of Maine Bicentennial Badges from Symbol Arts. Lincoln County will purchase the badges for Sheriff's Office employees and the funds will be reimbursed to the County directly by the employee or through a payroll deduction arrangement. Commissioner Blodgett moved to approve; second by Commissioner Meserve; 3-0 vote approved. All Commissioners signed the purchase order.

A donation in the amount of \$10,000.00 was recently received by an Anonymous Donor to add to the K-9 Heidi Fund. Sheriff Brackett shared with the Commissioners the current health status of our K-9, Duke. He will begin the search for a replacement K-9 by the end of 2020. Motion to accept the donation with thanks to the donor by Commissioner Blodgett; second by Commissioner Meserve; 3-0 vote accepted.

Four surplus vehicles were put out to bid and the Chief Maker presented the results of the bids. The high bids are as follows: 2012 Jeep Grand Cherokee \$2,700 (Yusef Dabbagh), 2013 Ford Taurus \$951 (Sam Bartlett), 2014 Kia Sorento \$723 (Roger Koski), 2009 Dodge Grand Caravan \$773 (Roger Koski). The highest bidders will be contacted to make arrangements for payment and title transfer. Commissioner Blodgett moved to approve; second by Commissioner Meserve; 3-0 vote approved.

A letter of intent received from Hillside Collision was presented by Chief Maker. Hillside is our current service provider for repairs and maintenance of the county vehicles. There is a provision in the contract that allows for one-year extensions to the terms of the contract. This is the third and final extension allowable. Motion to approve by Commissioner Meserve; second by Commissioner Blodgett; 3 – 0 vote approved.

From the Emergency Management Agency (EMA), Director Casey Stevens discussed an upcoming public safety project. Jointly with the Sheriff's Office, EMA is researching the possibility of adding a large drone to their equipment inventory. Drones are used for many purposes – search and rescue operations, smoldering structure and forest fires, locating wanderers, accident reconstruction, etc. Three deputies and two EMA employees recently attended a training to learn the applications and the FCC licensing requirements. Homeland Security Grant funds may be available to offset the cost. More information will be brought forward along with draft policies at a future Commissioners meeting.

Director Stevens distributed a presentation on "An Act to Establish the Ability to Declare a State of Emergency by Local Political Subdivisions." This proposed draft legislation is in the preliminary stages of review by many stakeholder groups. The Maine Emergency Management County Directors Council have developed this proposal to meet a planning need that has been identified. It would allow municipalities to declare a state of emergency if needed in a small geographic area, so local resources could be diverted to

address the need. Director Stevens will keep the Board informed of the status of this proposal once it receives a legislative sponsor.

County Administrator Carrie Kipfer brought a job description for approval for the newly created position of Office Supervisor in the District Attorney's Office. Commissioner Meserve noted one change that was needed. Commissioner Blodgett moved to approve as changed; second by Commissioner Meserve; 3 – 0 vote approved. Applicant interviews are scheduled later in the week.

Administrator Kipfer presented a purchase order for \$4,265.78 for professional services related to the Brownfield Assessment project at A.D. Gray School in Waldoboro. Ransom Consulting has worked on several of these projects that are funded through the EPA. Motion to approve by Commissioner Meserve; second by Commissioner Blodgett; 3 – 0 vote approved. All Commissioners signed the purchase order.

A Joint Request for Proposals – Conversion of Town Street Lights to LED Fixtures was presented by Administrator Kipfer. Lincoln County has been working with the Towns of Damariscotta, Newcastle, Bristol, Wiscasset and Somerville to prepare this request. It was sent directly to several vendors and posted publicly on the Maine Municipal Association website. Bids are due to the Commissioners Office March 11, 2020, at which time the Commissioners will hold a bid opening. Administrator Kipfer will forward the bids received to the corresponding towns for review by each Board of Selectmen.

A request has been received by Claire Berkowitz, President/CEO of Midcoast Maine Community Action (MMCA). Ms. Berkowitz has joined MMCA recently and is filling vacant positions on their Board of Directors. Lincoln County Commissioners have a designated position on this board and Ms. Berkowitz has requested the position to be filled. The Commissioners will accept recommendations for interested parties and make an appointment at a future meeting.

At 9:53 a.m., Commissioner William Blodgett moved to enter into executive session with the County Administrator, to discuss a Personnel matter, according to 1 MRSA 405 (6) (A); second by Commissioner Meserve; 3 – 0 vote approved.

Out of executive session at 10:29 a.m., there were no votes taken.

Administrator Kipfer gave the Commissioners information on legislation that has been introduced that may have an impact on County operations.

Meeting adjourned at 11:59 a.m.

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There being no further business, the Commissioners adjourned to meet on the tenth day of February A.D. 2020.

ATTEST: _____
County Administrator