

## STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the first day of August 2023 by adjournment from the eighteenth day of July 2023.

Present: Hamilton W. Meserve

William Blodgett

Absent: Mary Trescot (medical leave)

### Minutes

**July 18, 2023** - Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

### Finance Department

#### Warrants

Finance Director Michelle Richardson presented for approval accounts payable warrant #67 for \$186,924.62. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Accounts payable warrant #69 for \$221,973.01. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Payroll warrant #2023-15 for \$216,265.92 was presented for approval. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Single Audit Review** – The results of the Independent Account’s Report on the Alternative CSLFRF Compliance Examination were reviewed. The auditors’ opinion is that Lincoln County complied with the requirements of the funding. Commissioner Meserve moved to accept the report as presented; second by Commissioner Blodgett; 2-0 vote approved.

**VOYA 457(b) Plan Update** – Changes are needed to our current 457(b) with VOYA to be compliant with the Secure 2.0 Act, including adding a Roth IRA option. A draft of the updated plan document was reviewed by the Board. Commissioner Meserve moved to accept the plan changes as presented by Director Richardson; second by Commissioner Blodgett; 2-0 vote approved.

### Sheriff’s Department

**Jail Count** – Sheriff Todd Brackett reported the jail count as follows: Lincoln 21, Sagadahoc 31, Knox 17, Penobscot 59, Waldo 40, Hancock 01, and Federal 05 for a total of 174.

**Operation Stonegarden Grant** – Sheriff Brackett requests permission to apply for a Homeland Security Operation Stonegarden Grant in the amount of \$180,000 for FY2023. Commissioner Meserve moved to authorize accepting the grant; second by Commissioner Blodgett; 2-0 vote approved.

### Communications

**Hiring Recommendation** – Communications Director Tara Doe recommends hiring two new employees for the position of Emergency Communications Officer. Regan Pearce will

begin July 31, 2023 and Carson Fassett will begin August 2, 2023. Commissioner Meserve moved to approve each, second by Commissioner Blodgett; 2-0 vote approved.

**Boothbay Tower Status** - A lightning strike affected the Boothbay radio tower on July 15, 2023, resulting in \$12,093.07 in emergency repairs. Our radio vendor, RCM, made an off-hours service call to replace necessary equipment to make the tower functional. An insurance claim has been submitted to the Risk Pool.

**Memorandum of Agreement** – A draft updated MOA for the Records Management System was presented. A contract with CentralSquare has been approved and the agreement Lincoln County has with the LC police departments was updated to reflect this change in service. Commissioner Meserve moved to accept the draft agreement; second by Commissioner Blodgett; 2-0 vote approved.

### **Emergency Management**

**Purchase Authorization Truck Repairs** – EMA Director Maury Prentiss presented a purchase authorization in the amount of \$8,816.89 for mechanical and bodywork repairs needed to the Ford F250 pickup. These repairs are needed in order to pass inspection in the fall and the cost is more economical than the purchase of a new vehicle. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Mayday FEMA Storm Status** - Director Prentiss updated the board on the progress made in regards to the May 1<sup>st</sup> rainstorm that affect some Lincoln County town infrastructure. FEMA has declared the storm eligible for reimbursement and they held an online Q&A session recently to assist towns in claiming their costs. EMA is ready to assist as they are able.

### **Lincoln County Regional Planning Commission**

**ARPA Housing Grant Application** - County Planner Emily Rabbe presented an application for ARPA Grant Funding from Boothbay Region Housing Trust. The seven-unit single-family home development is being built on Alexander Way in Boothbay Harbor. All units are designated as “affordable” by Maine Housing standards. The committee who reviewed the application recommends making a grant award in the amount of \$21,000.00. Commissioner Meserve moved to accept the recommendation and make the award, second by Commissioner Blodgett; 2-0 vote approved.

**Housing Inventory Agreement** – A draft agreement from Camoin Associates was reviewed by the Board. Camoin is the vendor who performed the Housing Study earlier in the year and one of the recommendations they suggested they county undertake is an inventory of available building locations. LCRPC asked Camoin to draft an agreement to perform these services for us. The total cost of \$26,000 may be available through grant funding or through the LCRPC strategic plan reserve account. Commissioner Meserve moved to approve the agreement, second by Commissioner Blodgett; 2-0 vote approved.

**Maine DECD Grant Application** - A Housing Opportunity Program Service Provider Grant opportunity is available through the Maine Department of Economic and Community Development in the amount of \$75,000. Planner Rabbe seeks approval to apply for the grant to assist in funding the housing initiatives the LCRPC has undertaken. A draft letter of support from the Board is presented for consideration. Commissioner Meserve moved to approve

applying for the grant and to sign the letter of support, second by Commissioner Blodgett; 2-0 vote approved.

**Administrator**

**Waldoboro Utility District ARPA Project Update** – An update was received regarding the Effluent Spray Pump purchase and installation at the Waldoboro Utility District. ARPA funding in the amount of \$200,000 was approved and a quarterly update is made to the Board on the status of the project.

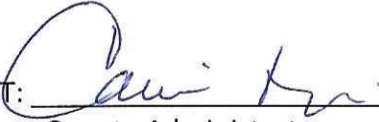
**Payment Authorization Courthouse Chiller Repairs**– County Administrator Carrie Kipfer presented an invoice in the amount of \$11,360.00 from Siemens for a replacement of the compressor for the Courthouse chiller. This repair is a result of the electrical failure in August 2022. All invoices for the repairs related to the surge have been submitted to the Risk Pool to support the claim filed for the event. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Payment Authorization Microfilm Conversion** – An invoice in the amount of \$18,120.55 from Info Quick Solutions was presented on behalf of Register of Deeds Rebecca Wotton. The conversion of 78,785 images from microfilm to digital images will be paid from the Deeds Preservation Account. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

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

Commissioner Meserve moved to enter into Executive Session, second by Commissioner Blodgett; 2-0 vote approved. Out of Executive Session, Commissioner Meserve moved to approve a payment to MEPERS in the amount of \$27,112.84, second by Commissioner Blodgett, 2-0 vote approved.

There being no further business, the meeting was adjourned to the 15th day of August, 2023 A.D at 11:00AM.

ATTEST:   
County Administrator