

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the third day of October 2023 by adjournment from the nineteenth day of September 2023.

Present: Hamilton W. Meserve

Mary Trescot

Excused: William Blodgett

Minutes

September 19, 2023- Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Budget Public Hearing September 28, 2023 - - Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Finance Department

Warrants

Bookkeeper Caitlin Tardif presented for approval payroll warrant #2023-19 for \$206,785.30. Commissioner Meserve moved to approve, second by Commissioner Trescot; 2-0 vote approved.

Accounts payable warrant #79 for \$297,696.78 was presented for approval. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Accounts payable warrant #80 for \$42,88.51 was presented for approval. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

2024 Budget Advisory Committee Meeting – A reminder was offered that the 2024 Budget Advisory Committee Meeting has been scheduled at the Planning Office on Friday, October 13th at 9am. All Budget Committee members have been notified and encouraged to attend.

Sheriff's Department

Jail Count – On behalf of Sheriff Todd Brackett, County Administrator Carrie Kipfer reported the jail count as follows: Lincoln 22, Sagadahoc 27, Knox 17, Penobscot 60, Waldo 30, and Federal 04 for a total of 160.

Payment Authorization – NetMotion Software – An invoice was presented in the amount of \$3,828.86 for the purchase of NetMotion Software for county mobile data computers. This is an annual contract renewal for 40 units. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Purchase Authorization – Watchguard Body Camera/Car Video – An invoice was presented in the amount of \$10,704.00 for the purchase of three car video systems to install in newly acquired cruisers. Additionally, new body camera systems were also purchased. Commissioner Meserve moved to approve, second by Commissioner Trescot; 2-0 vote approved.

Communications

Purchase Request – Battery System for CH Tower Equipment –Communications

Director Tara Doe presents a purchase request for the relocation of radio tower equipment from the current Blinn Hill tower to a secondary tower, also located on Blinn Hill. Radio Communications Management recommends relocating the equipment to eliminate interference in the 9-1-1 radio system. Funding has been secured through a Homeland Security Grant to cover the cost of \$51,103.24. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Purchase Request – I Am Responding Software – The annual contract renewal for I Am Responding software was presented. A five year contract has been offered by the vendor, resulting in a \$1,388 per year savings. The annual payment of \$14,800 reflects this savings. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Emergency Management

EMA Intern Proposal – EMA Director Maury Prentiss presents a request to approve an unpaid internship with Lincoln County UMA graduate student Sarah Scott. Ms. Scott is pursuing an advanced degree in Trauma Informed Emergency Management. The internship would last through the Fall 2023 semester and Ms. Scott will focus on preparing an emergency plan for unbridged islands of Knox and Lincoln Counties. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

FEMA Test of the Emergency Broadcast System – Director Prentiss offers an informational status of the October 4, 2023 nationwide emergency broadcast test that will affect all cell phones in the country. At approximately 14:20, the test will begin. In case of an actual nationwide emergency at that time, the test will be postponed one week.

Administrator

Employee Resignation – Administrator Kipfer presents a recommendation to end the employment of Maintenance Supervisor Jason Lorrain effective October 3, 2023. Mr. Lorrain is dissatisfied with the job duties of the recently acquired position and has sought alternative employment. Commissioner Trescot moved to accept the recommendation, second by Commissioner Meserve; 2-0 vote approved.

Administrator Kipfer requests permission to offer the position to current employee Phyllis Soule effective September 16, 2023 and to post the resulting job vacancy. Commissioner Trescot moved to accept the recommendation, second by Commissioner Meserve; 2-0 vote approved.

Community Navigator Memorandum of Understanding – A draft MOU between Lincoln County and CLC YMCA for the creation of a Lincoln County Community Navigator program was discussed. This arrangement would provide two full-time employees of the YMCA that would provide specialize services linking Lincoln County residents in need to local resources available. The MOU provides \$140,000 of annual ARPA funding (FY 2023 rates) for a total of three years. Subsequent funding sources will be researched if the services will continue past year three.

Commissioner Trescot moved to accept the recommendation to proceed with the arrangement and authorize Administrator Kipfer to sign on behalf of the county, second by Commissioner Meserve; 2-0 vote approved.

A related request from Ms. Kipfer to contact the Community Navigator for the Boothbay region to offer equitable ARPA funding for their program was considered. The per capita rate of the first MOU would be used to determine the appropriate contribution. The Board supports researching the county's options in providing this funding and to bring a recommendation to a future meeting.

Payment Authorization – Recycling Truck Repairs – Administrator Kipfer presents a payment authorization request to Palmer Spring in the amount of \$2,662.81 for repairs to the 2001 Mack Packer truck. Commissioner Meserve moved to approve, second by Commissioner Trescot; 2-0 vote approved.

EMS Blue Ribbon Commission Invitation – Administrator Kipfer reports to the Board that an invitation from the Maine Legislature Speaker of the House, Rachel Talbot Ross, has been received to appoint Ms. Kipfer to the second session of the Blue Ribbon Commission on EMS funding. The charge of the committee is to collaborate on finding recommendations to solve funding shortfalls to the statewide EMS service. Ms. Kipfer reports she would be happy to participate in a second term, representing the counties of Maine.

Lincoln County Regional Planning Commission

Volunteers of America ARPA Affordable Housing – County Planner Emily Rabbe presents a recommendation to provide \$108,000 of ARPA funding towards the Affordable Housing project in Waldoboro at the former AD Gray School location. The review committee unanimously recommends approval. Commissioner Meserve moved to approve, second by Commissioner Trescot; 2-0 vote approved.

DECD Housing Opportunity Program Service Provider Grant – A contract awarding Lincoln County \$75,000 in Housing Opportunity Program Service Provider grant funding was presented. This grant will further support the Strategic Plan goals of addressing affordable housing needs in Lincoln County. Commissioner Trescot moved to approve contact and authorize Administrator Kipfer to sign on behalf of the Board, second by Commissioner Meserve; 2-0 vote approved.

Town of Bremen ARPA Broadband Funding – Administrator Kipfer presents a payment authorization in the amount of \$5,000 to the Town of Bremen for a Broadband Line Extension. As a requirement of the application, the Town will also contribute \$5,000 and Tidewater Telecom will contribute \$12,600. This project will address the line extension needed to serve locations previously excluded from Broadband service. Commissioner Trescot moved to approve the funding, second by Commissioner Meserve; 2-0 vote approved.

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

Commissioner Trescot moved to enter into Executive Session, second by Commissioner Meserve; 2-0 vote approved. Out of Executive Session, no votes were taken.

An exit interview was conducted with an employee who recently departed Lincoln County. As a result of the recommendations of the employee, the Board has directed Administrator Kipfer to gather requested data for future review and consideration of the Board.

There being no further business, the meeting was adjourned to the 17th day of October, 2023 A.D.

ATTEST: 
County Administrator