

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the eighteenth day of November 2025 by adjournment from the fourth day of November 2025.

Present: David Levesque, Acting Chair
Evan Goodkowsky
Absent: William B. Blodgett

Meeting called to order at 9:00 AM by Commissioner Levesque followed by the Pledge of Allegiance.

Public Forum

No one present.

Minutes

November 4, 2025 – Commissioner Goodkowsky moved to accept the minutes as written, seconded by Commissioner Levesque; 2-0 vote approved.

Finance Department

Warrants – Finance Director Michelle Richardson presented Accounts Payable Warrant #86 in the amount of \$ 258,218.56 for approval. Commissioner Goodkowsky moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Levesque; 2-0 vote approved.

Director Richardson presented Accounts Payable Warrant #87 in the amount of \$ 438,568.79 for approval. Commissioner Goodkowsky moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Levesque; 2-0 vote approved.

Director Richardson presented Accounts Payable Warrant #89 in the amount of \$ 909,549.68 for approval. This Warrant includes the final Bond payment for Two Bridges Regional Jail. Commissioner Goodkowsky moved to approve the Accounts Payable Warrant as presented, seconded by Commissioner Levesque; 2-0 vote approved.

Payroll Warrant – Director Richardson presented Payroll Warrant #2025-23 paid out on November 14, 2025, in the amount of \$ 256,501.48 for approval. Commissioner Goodkowsky moved to approve the Payroll Warrant as presented, seconded by Commissioner Levesque; 2-0 vote approved.

Recycling Diesel Fuel Contract Renewal – Director Richardson presented a contract renewal with Dead River Company for diesel fuel to be delivered regularly to the Recycling fuel storage container. The contract cost per gallon is \$3.2016 covering 13,000 gallons for a total cost of \$ 41,620.80 and is in effect from 11/18/2025-10/1/2026. Commissioner Goodkowsky moved to approve the renewal of the diesel fuel contract with Dead River Company, seconded by Commissioner Levesque; 2-0 vote approved.

FY2026 Budget Discussion and Vote - Director Richardson distributed a revised budget for FY2026 which reflects changes lowering the health benefit costs for retirees saving the County \$30,000 per year, recent employment status changes, the changes requested by the Budget Advisory Committee as well as the actual health insurance increase of 7.7% and the estimated budget for the Planning revenue which was not added previously. We are still waiting on the Risk Pool numbers. The overall increase, currently, is 3.42%.

Administrator Carrie Kipfer let the Commissioners know that the District Attorney's office has not submitted any salary survey information on comparisons of compensation between counties in Maine. The Commissioners asked the Administrator to follow-up with the DA about the status of the survey and if it has not been started to contact the other Counties for a comparison study. The Commissioners feel that the pay scale is probably competitive and the Administrator and the Finance Director concurred.

Commissioner Levesque asked if there was a policy for how we evaluate the non-profit requests. Administrator Kipfer advised that we do not have a written policy and generally there are few requests outside of the non-profits which have state mandated funding, but ultimately it is the Commissioners' final decision on what is funded. The questions of how non-profits funding affects the County tax rate and how does this effect the County citizens are key to the decision-making process.

Commissioner Goodkowsky confirmed that the one supervisor position was added to Communications and the radio tower and EOP upgrades were included in the Capital Expenses.

Commissioner Levesque feels the vote should wait until Commissioner Blodgett is able to participate in the discussion. The vote needs to be done by the end of the year. Commissioner Goodkowsky moved to table the vote on the FY2026 Budget until the next meeting on December 2, 2025, seconded by Commissioner Levesque; 2-0 vote approved.

Sheriff's Department

Jail Count – In the absence of Sheriff Todd Brackett and Chief Deputy Rand Maker, Administrator Kipfer presented the current jail count as follows effective November 17, 2025: Lincoln 29, Sagadahoc 21, Knox 17, Penobscot 52, Waldo 25, Federal 3, and Immigration Customs Enforcement (ICE) 9, for a total of 156. She commented that these numbers would be shifting in the coming months with the end of Waldo County's contract with TBRJ at the end of December and the Knox County agreement will be starting.

Employee Termination – Julie Groleau – Administrator Kipfer presented a termination request for Julie Groleau who has not been actively working since 11/2023. There were no disciplinary issues, this was just missed in being submitted previously. Commissioner Goodkowsky moved to accept the termination of Julie Groleau, seconded by Commissioner Levesque; 2-0 vote approved.

Purchase Authorization – Coastal Car Wash \$4,050 – Administrator Kipfer presented a purchase authorization for 27 seasonal car wash passes for Coastal Car Wash in the amount of \$4,050. This allows 24/7 access to automatic car washes for the Sheriff's Office vehicles through the winter, including three decal removals if older cars are removed from the fleet.

Commissioner Goodkowsky moved to approve the Purchase Authorization to Coastal Car Wash in the amount of \$4,050, seconded by Commissioner Levesque; 2-0 vote approved.

Purchase Authorization – Tip 411 - \$3,880 – Administrator Kipfer presented a purchase authorization for Tip 411, a national subscription service which allows anonymous tips which are untraceable, in the amount of \$3,880 for the annual subscription renewal. Commissioner Goodkowsky moved to approve the Purchase Authorization to Tip 411 in the amount of \$3,880, seconded by Commissioner Levesque; 2-0 vote approved.

Communications

New Hire – Emergency Communications Officers – Abby Planeta, Nicholas Mercer – Director Tara Doe let the Commissioners know that the two pending hires have successfully completed their background checks and she is requesting approval to hire Abby Planeta, Cushing, and Nicholas Mercer, Nobleboro, as Emergency Communications Officers effective December 1, 2025. Commissioner Goodkowsky moved to accept the employment of Abby Planeta and Nicholas Mercer effective December 1, 2025, seconded by Commissioner Levesque; 2-0 vote approved.

Purchase Authorization – RCM Tower Antenna Replacements - \$12,416.18 – Director Doe presented a purchase authorization for RCM in the amount of \$12,416.18 for replacement of tower antennas. This is preemptive based on issues found during preventative maintenance that is done routinely. The costs include replacement parts and installation which will involve climbing the towers and is a budgeted expense. Commissioner Goodkowsky moved to approve the purchase authorization to RCM in the amount of \$12,416.18, seconded by Commissioner Levesque; 2-0 vote approved.

LCRPC

Housing Opportunity Program Service Provider Grant Contract Amendment – Director Emily Rabbe requested an amendment to the Sewer and Water Feasibility study which would add \$8,600 to the funding awarded to cover the costs of our staff providing additional assistance. Commissioner Goodkowsky moved to approve the contract amendment with permission given to Administrator Kipfer to sign on behalf of the Commissioners, seconded by Commissioner Levesque; 2-0 vote approved.

Subcontract Agreement with Gabe McPhail of Resilient Communities, L3C - Director Rabbe presented Subcontract Agreement for year two with Gabe McPhail of Resilient Communities. Ms. McPhail helps with completing specific tasks in the NOAA grants that are terms of our service provider contract. Her time is built into the NOAA grant and is \$12,000 per year. Commissioner Goodkowsky moved to approve the subcontract agreement for a second year with permission given to Administrator Kipfer to sign on behalf of the Commissioners, seconded by Commissioner Levesque; 2-0 vote approved.

District Attorney's Office

Promotion Recommendation – Brianna Edwards – Paralegal – In the absence of the District Attorney Natsha Irving or the Deputy District Attorney Kent Murdick, Administrator Kipfer presented a recommendation for promotion of Brianna Edwards from Legal Secretary to Paralegal. After interviews, it was a unanimous decision to promote Ms. Edwards effective November 10, 2025, to the posted position of Paralegal. Commissioner Goodkowsky moved to accept the recommendation for promotion of Brianna Edwards to Paralegal effective November 10, 2025, seconded by Commissioner Levesque; 2-0 vote approved.

Posting of Legal Secretary Position - Administrator Kipfer also requested permission to post internally and externally for the backfilling of the Legal Secretary position vacated due to the promotion. Commissioner Goodkowsky moved to approve posting the position of Legal Secretary internally and externally, seconded by Commissioner Levesque; 2-0 vote approved.

Administrator

Purchase Authorization – Courthouse Security Cameras & Installation - \$13,310 – Administrator Kipfer presented a purchase authorization for additional cameras to be added to the Courthouse as part of the FY2023 Homeland Security grant at a cost of \$13,310. Commissioner Goodkowsky moved to approve the purchase authorization of the Courthouse Security Cameras and Installation, seconded by Commissioner Levesque; 2-0 vote approved.

Purchase Authorization – Courthouse Elevator Repairs - \$19,800 – Administrator Kipfer reminded the Commissioners of the pending overhaul of the Courthouse elevator scheduled for the spring. The door has become more of an immediate issue with unreliable opening and closing. The elevator is currently marked out of service. Pine Tree Elevator company came out to evaluate the situation and offered two possible solutions, keeping in mind the spring overhaul. The first is a \$7,000 replacement using equipment replacement parts which will not be reusable in the spring but would get the elevator repaired by sometime after Thanksgiving. The second option is to order a new door operator, door protection device, pickup rolls, and have the permits and inspections done. This has a longer lead time on ordering the equipment and is more expensive at \$19,800 but it is also using parts which can be used in the larger renovation. The elevator is used by the Courts and, after consultation with the court officers and devising workarounds for any court guests with mobility issues, the recommendation is to do the second option. The time frame for completion would be before the end of the year. Commissioner Goodkowsky moved to approve the elevator repairs for \$19,800, seconded by Commissioner Levesque; 2-0 vote approved.

Employee Retirement – Carol Thibeault, HR Coordinator – Administrator Kipfer announced the resignation of Carol Thibeault, HR Coordinator, part time at the County and part time at Two Bridges Regional Jail, effective January 30, 2026. She has graciously given advance notice to allow for backfilling the position and possibly getting some overlap time for training. The current position is split between the County and TBRJ, but the replacement position will be a full-time County position and TBRJ will be hiring their own full-time replacement since the role has grown since the inception of the position. Commissioner Goodkowsky moved to accept the resignation of Carol Thibeault, HR Coordinator, effective January 30, 2026, and authorized the

County Administrator to begin the process of drafting a new job description and filling the new position, seconded by Commissioner Levesque; 2-0 vote approved.

Opioid Grant Request – Female Recovery Residence – Administrator Kipfer reminded the Commissioners that back in November 2024, there was an RFP to the community for non-profits in the community working in the opioid addiction field to request grants for their organizations. The County distributed over \$200,000 in grants from the funds received through the Opioid Settlements. While our priority is to keep funding the behavioral health liaison with the Sheriff's Office at approximately \$100,000 per year, there are some funds available from the initial round of funding. A proposal has been submitted for review from a new non-profit in Edgecomb which will be a combination female recovery house and job training facility. They would offer safe structured housing, peer-led recovery support for women seeking to maintain long-term sobriety and rebuild their lives. It would focus largely on women recently released from incarceration and give them job experience through working in the onsite pet kennel facility. They are looking for \$20,000 to help with minor maintenance/renovations and furnishing of the building. The Commissioners questioned if they have all their permits and licensing in place. They are still in the process of getting their licensing in order but have purchased the facilities. Administrator Kipfer can reach out to the applicant to find out more about town and state permitting status for the facility. Commissioner Goodkowsky moved to table the proposal pending more information, seconded by Commissioner Levesque; 2-0 vote approved.

Old Business

Public Safety Building Project - No updates currently.

Commissioner Updates

LCRPC – Commissioner Goodkowsky stated that the Executive Meeting is Wednesday, November 19th at 6 PM via Zoom.

CCWI – Commissioner Goodkowsky stated that there will be a Board of Directors meeting on November 21st at 8:45 AM.

MCCA – Commissioner Levesque highlighted some Risk Pool statistics. He gave some details of the December MCCA meeting which will be held in Lincoln County at TBRJ, with a tour of the jail on December 9th at 2 PM followed by a reception at the Water Street Bar and Grill with optional dinner afterwards. Meetings will be on December 10th, also at the jail, with the Risk Pool Committee meeting at 9 AM and the full meeting at 10 AM.

Other Business

Tax Abatements – Administrator Kipfer announced the receipt of a tax abatement appeal application from Eugene D. McKeever vs the Town of Nobleboro. Copies of the abatement application will be distributed to the Commissioners for review and Administrator Kipfer will work with the parties involved to schedule a hearing. Commissioner Goodkowsky

moved to accept the abatement appeal application from Eugene D. McKeever vs. the Town of Nobleboro, seconded by Commissioner Levesque; 2-0 vote approved.

Sale of Recycling Packer Truck – Administrator Kipfer explained that the older packer truck, which was recently replaced, is unusable and it was determined that it could not be repaired. The engine had been removed from the vehicle which is still full of materials to be recycled and is sitting unused at the recycling plant. A gentleman from town is interested in purchasing it for scrap and is willing to remove the product from the back of the truck so we can retain the product. He has offered \$2,500 for the packer truck as it is. Commissioner Goodkowsky moved to approve the sale of the recycling department packer truck, seconded by Commissioner Levesque; 2-0 vote approved.

Executive Session

Discussion of Personnel – 1 MRSA 405 (6) (A) – Commissioner Goodkowsky moved to enter Executive Session for Discussion of Personnel per 1 MRSA 405 (6) (A); seconded by Commissioner Levesque, 2-0 vote approved.

Commissioner Goodkowsky moved to come out of Executive Session, seconded by Commissioner Levesque; 2-0 vote approved. No votes were taken.

Commissioner Goodkowsky moved to adjourn the meeting, seconded by Commissioner Levesque; 2-0 vote approved.

There being no further business, the meeting was adjourned at 11:35 AM to the second day of December 2025 A.D.

ATTEST:


Executive Assistant