

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the fourth day of May 2021, by adjournment from the twenty-sixth day of April 2021.

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

In response to the Executive Order from the Governor's Office, the meeting was held at the Lincoln County Planning Office to maintain the social distancing requirements of the individuals participating. The meeting agenda reflects this change in protocol. Two members of the press participated, in addition, several County departments were present.

Commissioner Meserve moved to approve minutes from the April 20, 2021 meeting; second by Commissioner Trescot; 3 – 0 vote approved.

Commissioner Meserve moved to approve minutes from the April 26, 2021 meeting; second by Commissioner Trescot; 3 – 0 vote approved.

Finance Director Michelle Richardson presented for approval:

Warrant #23 \$34,676.80

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

Warrant #25 \$113,186.30

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

Warrant #26 \$201,736.58

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

Payroll Warrant #2021-9 \$179,202.54

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

Sheriff Todd Brackett reported a current Jail count at Two Bridges Regional Jail (TBRJ): 15 Lincoln County inmates; Sagadahoc County holds 18 inmates at TBRJ; Federal 2; Oxford 22; Cumberland 5; Penobscot 1, York 2; Aroostook 1 for a total of 66.

Request was made to approve a contract with the Town of Westport Island for Animal Control Officer (ACO) services effective May 1, 2021 – June 30, 2021. The contract rates established for other ACO contracts would apply, with the equipment charges becoming effective on July 1, 2021. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3 – 0 vote approved.

Chief Deputy Rand Maker presented a chart with ACO call data from 2019 and 2020. Total calls in 2020 decrease by 113, which is attributed to COVID restrictions and more residents at home with their animals.

An authorization for payment to the Maine Criminal Justice Academy for two deputies (M. Ryan, J. Winslow) to attend the Basic Law Enforcement Program was presented, total amount \$6,000.00. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3 – 0 vote approved.

Sheriff Brackett presented a draft "Recruitment and Retention Incentive" policy that would offer a hiring incentive for deputy sheriffs that have already received Law Enforcement training. It would also offer a referral bonus to a current Lincoln County employee who refers a trained candidate who is subsequently hired. The Commissioners voted to table the proposal until the Sheriff has a final draft for them to consider. Motion to table by Commissioner Meserve; second by Commissioner Trescot; 3-0 approved.

An update on the COVID-19 outbreak at Two Bridges Regional Jail was discussed.

Administrator Carrie Kipfer presented an updated job description for the EMA Operations and Training Specialist position on behalf of Director Casey Stevens. The position recently became vacant upon the retirement of Ken Desmond. Approval of the recommended changes by Commissioner Meserve; second by Commissioner Trescot 3 – 0 vote approved.

On behalf of Director Tara Doe, Administrator Kipfer presented a retirement notice from Pamela Reed, effective May 5, 2021. Ms. Reed served as an Emergency Communication Officer for 21 years. The Board thanked Pam for her years of service to Lincoln County and remarked that she will be greatly missed. Motion to approve accept with regrets and authorization to advertise the vacancy. Motion to approve by Commissioner Trescot; second by Commissioner Meserve; 3 – 0 vote approved.

A Memorandum of Understanding was presented for the Board's approval. The two Bargaining Units at the Communications Center have agreed to temporarily adjust the scheduling rules in their contracts to meet the needs of the County. Several vacant positions have created a need to change the scheduling process and the employees have found a solution that the County will implement. Approval of signing the MOU by Commissioner Meserve; second by Commissioner Trescot 3 – 0 vote approved, with thanks to the Communications Center employees for their flexibility.

A proposal from Priority Dispatch was discussed, to provide annual contracted call review. The annual cost is \$34,560, with a 20% discount if we sign a three-year contract. This service would allow our call reviews to be performed by an outside agency instead of being assigned to a current Dispatch Supervisor. The current Supervisor vacancy created when Director Doe was promoted is limiting our ability to remain current on the call reviews. Administrator Kipfer stated that this may be a more beneficial long-term arrangement. Additional analysis is needed before a contract is presented at a future meeting.

Lincoln County Regional Planning Commissioner Executive Director Mary Ellen Barnes presented the executive summary of the 2021-2026 Strategic Plan that was adopted at their recent annual meeting. The staff at LCRPC spent many months working on this plan, with input from their entire Board and other parties. The Plan will provide a guide to LCRPC for future projects and budgets. Motion to approve by Commissioner Trescot; second by Commissioner Meserve; 3 – 0 vote approved.

Administrator Kipfer requested the Board consider regrading the Community Development Specialist position to reflect the additional duties this position has been assigned. Many of the Strategic Plan tasks will be a responsibility of this employee going forward. In addition, the employee played an important role in the preparation and facilitation of the Plan. The Commissioners voted to table the proposal until the proposed regrading is completed. Motion to table by Commissioner Meserve; second by Commissioner Trescot; 3-0 approved.

Administrator Kipfer provided an update on the *American Rescue Plan* Federal Funding. Guidance from the US Treasury is expected later in the week and the first half of funding should be transferred shortly afterwards.

A proposal for rebuilding a retaining wall in the Courthouse parking lot was discussed. Steele Landscaping has quoted \$5,850 to do the work. Other local landscapers have been contacted, but many of them have declined bidding on the project because their workload is too heavy to take on the additional job. Commissioners would like the Maintenance Supervisor to continue seeking additional bids since the work is not an emergency.

At 10:35am, the Commissioners took a break while they waited to start an executive session scheduled at 11:00am.

Commissioner Meserve made a motion to enter executive session with Legal Counsel Linda McGill and Administrator Kipfer according to 1 MRSA 405 (6) (E); second by Commissioner Trescot; 3-0 vote approved.

Out of executive session, Commissioner Meserve made a motion to retain an independent investigator to investigate personnel issues that have been raised recently, second by Commissioner Trescot; 3-0 vote approved. Attorney McGill departed the meeting.

At 11:27am, Commissioner Meserve made a motion to enter executive session with Administrator Kipfer to discuss a personnel matter according to 1 MRSA 405 (6) (A); second by Commissioner Trescot; 3-0 vote approved.

Out of executive session at 12:22 pm. No votes were taken.

There being no further business, the Commissioners adjourned to meet on the 18th of May A.D. 2021.

ATTEST: 
County Administrator