

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the fifth day of December 2023 by adjournment from the twenty-first day of November 2023.

Present: Hamilton W. Meserve
Mary Trescot
Medical Leave: William B. Blodgett

Minutes

November 21, 2023- Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Finance Department

Warrants

Finance Director Michelle Richardson presented for approval accounts payable warrant #91 for \$450,151.03. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Payroll warrant #2023-24 for \$219,085.92 was presented for approval. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Payment Authorization – An invoice from RHR Smith for the FY 2023 audit was presented. The annual financial audit proposal in the amount of \$8,750 was reviewed. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved. The FY 23 Federal compliance audit in the amount of \$5,000 was reviewed. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

FY 2024 Budget – The FY 2024 draft Budget in the amount of \$13,743,701.00 was presented for approval. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Sheriff's Department

Sheriff Todd Brackett introduced newly hired Deputy Sheriff Nathaniel Aronson to the Board. Deputy Aronson was welcomed by the Commissioners and thanked for joining the Lincoln County Sheriff's Office roster.

Jail Count – Sheriff Brackett reported the jail count as follows: Lincoln 18, Sagadahoc 19, Knox 16, Penobscot 54, Waldo 31, Oxford 02, and Federal 05 for a total of 145.

Payment Authorization – Chief Deputy Rand Maker presents a payment request in the amount of \$2,717.00 from Knox County for a split partition with rear seat needed for Deputy Aronson's cruiser. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Payment Authorization – Chief Deputy Maker presents a payment request in the amount of \$2,541.00 from AirHub for software to allow remote viewing for the UAV program (5) licenses. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Payment Authorization – A payment request in the amount of \$3,000.00 from Dirigo Safety for Legal, Professional and Technical Services related to SOP Maintenance related to policy updates needed for accreditation was presented. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Purchase Authorization – Chief Deputy Maker presents an invoice from Motorola Solutions for the purchase of (3) Mobile and (3) Body-worn Camera Systems in the amount of \$18,090.00. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Purchase Authorization – A purchase request in the amount of \$5,700 from Securus Technologies for (3) GPS units and (3) Alcohol Monitors for the home release program was presented. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Memorandum of Understanding –Police Services Contract Town of Boothbay Harbor- Sheriff Brackett recommends reauthorizing the MOU that expired November 30, 2023 with Boothbay Harbor Police Department for contracted police services. The proposed new agreement will be effective January 1, 2024-May 31, 2024. Commissioner Trescot moved to approve the MOU as presented and authorize Sheriff Brackett to sign on their behalf, second by Commissioner Meserve; 2-0 vote approved.

Emergency Management

Payment Authorization – On behalf of EMA Director Maury Prentiss, County Administrator Carrie Kipfer presented a payment authorization for Hazardous Materials training in the amount of \$3,150 to Training Technologies International was presented. These training costs will be reimbursed by MEMA once submitted. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Administrator

MCCA Board of Director 2024 Representative and Proxy – Commissioner Trescot moved to nominate Commissioner William Blodgett as the Lincoln County Representative to the MCCA Board of Directors for 2024 and County Administrator Carrie Kipfer as his Proxy, second by Commissioner Meserve; 2-0 vote approved.

MCCA Risk Pool Board of Director 2024 Representative and Proxy – Commissioner Trescot moved to nominate Commissioner William Blodgett as the Lincoln County Representative to the MCCA Risk Pool Board of Directors for 2024 and County Administrator Carrie Kipfer as his Proxy, second by Commissioner Meserve; 2-0 vote approved.

Contract Renewal – Maine Connectivity Authority – Administrator Kipfer seeks permission to renew the Contract for Services with Maine Connectivity Authority for Amendment 1 covering the period of December 1, 2023 – December 31, 2024 for \$270,000 as discussed. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Payment Authorization – Grant Purchases for TBRJ & KCJ – Administrator Kipfer presented information about the opportunity to purchase updated equipment for the computer classrooms at Two Bridges Regional Jail and Knox County Jail. Both agencies are identified as ‘covered populations’ under the 2023 Broadband Services contract with Maine Connectivity Authority. The cost of the TBRJ equipment is \$12,206.24 and the KCJ equipment is \$9,029.99 and both purchases are being made using the State of Maine procurement

agreement with Dell Computer. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Lincoln County Regional Planning Commission

Wiscasset Planning Services Contract Renewal – Executive Director, Mary Ellen Barnes joined the meeting by phone and discussed the Wiscasset Planning Services Contract renewal under consideration. The contract would provide services for assistance to the Planning Board, Select Board, Town Manager and other town staff/committees on a fee for service basis not to exceed \$29,000 for the period of December 15, 2023 through June 30, 2024. The contract has been updated to reflect 2024 incurred costs. Commissioner Trescot moved to approve, 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 taken.

11AM - Public Hearing: NDEC CDBG Grant Acceptance

LCRPC Executive Director Mary Ellen Barnes and Chief Operating Officer of the National Digital Equity Center, Marita Fairfield, were in attendance for a Public Hearing related to a Community Development Block Grant in the amount of \$100,000 that Lincoln County has applied to accept on behalf of NDEC. Ms. Fairfield detailed the planned uses of the grant funds. Individual learning plans for 200 Lincoln County income-eligible residents will be developed, digital devices for age-eligible residents will be made available and refurbished laptops for workforce “path to work” applicants will be provided in an effort to expand the digital skills training offered in the county. The intent is to assist in bridging the digital divide for county citizens in need of devices and training.

No members of the public offered any written or in-person comments or questions. Commissioner Meserve moved to close the hearing, second by Commissioner Trescot; 2-0 vote approved.

Administrator Kipfer presented individual Resolutions requiring approval and signatures for Federal Funding Guidelines:

Fair Housing Resolution – Meserve/Trescot 2-0 Approved

Section 504 Self Evaluations and Transition Plan – Trescot/Meserve 2-0 Approved

Equal Employment Opportunity Policy Statement – Trescot/Meserve 2-0 Approved

Residential Antidisplacement and Relocation Assistance Plan – Trescot/Meserve 2-0 Approved

Lincoln County Commissioners Resolution – Trescot/Meserve 2-0 Approved

Standards of Conduct – Trescot/Meserve 2-0 Approved

All Resolutions were signed by the Board Members

There being no further business, the meeting was adjourned to the 19th day of December, 2023 A.D.

ATTEST:



County Administrator