

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 March 2025 by adjournment from the eighteenth day of February 2025.

Present: William B. Blodgett
David Levesque
Evan Goodkowsky

Public Comment

None

Minutes

February 18, 2025- Commissioner Goodkowsky moved to approve, second by Commissioner Levesque; 3-0 vote approved.

Finance Department

Warrants – Finance Director Michelle Richardson presented for approval accounts payable warrant #41 for \$985,653.30. Commissioner Goodkowsky moved to approve, second by Commissioner Levesque; 3-0 vote approved.

Payroll warrant #2025-04 for \$241,223.91 was presented for approval. Commissioner Levesque moved to approve, second by Commissioner Goodkowsky; 3-0 vote approved.

Director Richardson requested the Board commit \$250,000 of the 2024 Unassigned Fund Balance to a new Reserve Account for the Two Bridges Regional Jail Capital Loan repayment liability that was previously approved by the Board. This request is in addition to the previously approved \$650,000 transfer of Unassigned Fund Balance. Director Richardson advised that the total \$900,000 will be allocated between Fund 2 and Fund 3 in the General Ledger and will be assigned to individual reserve accounts to increase the balances as discussed. Commissioner Levesque moved to approve, second by Commissioner Goodkowsky; 3-0 vote approved.

Director Richardson presented the FY2025 Tax Commitment for the approved net budget of \$14,808.371, less a suggested use of \$265,000 for 2024 Unassigned Fund Balance (Surplus), for net taxation of \$14,543,371 to be calculated per municipality based upon the 2025 State Valuations. Commissioner Levesque moved to approve the tax commitment as presented, second by Commissioner Goodkowsky; 3-0 vote approved.

Sheriff's Department

Jail Count – Sheriff Todd Brackett reported the jail count as follows: Lincoln 21, Sagadahoc 25, Knox 28, Penobscot 56, Waldo 23, Kennebec 01, and Federal 22 for a total of 176.

ACO Contract Renewal – The Animal Control Officer contract renewal for the Town of Nobleboro was presented by Chief Deputy Rand Maker for renewal. The new term is from January 1, 2025-December 31, 2025. Commissioner Goodkowsky moved to approve, second by Commissioner Levesque; 3-0 vote approved.

The Animal Control Officer contract renewal for the Town of Alna was presented for renewal. The new term is from January 1, 2025-December 31, 2025. Commissioner Goodkowsky moved to approve, second by Commissioner Levesque; 3-0 vote approved.

The Animal Control Officer contract renewal for the Town of Somerville was presented for renewal. The new term is from January 1, 2025-December 31, 2025. Commissioner Goodkowsky moved to approve, second by Commissioner Levesque; 3-0 vote approved.

Hiring Recommendation – Sheriff Brackett presents a recommendation to hire Kyle Canada to the position of full-time Transport (Special Services) Deputy, pending pre-employment criteria. A conditional offer of employment will be offered. Commissioner Goodkowsky moved to approve, second by Commissioner Levesque; 3-0 vote approved.

Behavioral Health Liaison Contract – Sheriff Brackett presented an Agreement with Sweetser and the Lincoln County Sheriff's Office to provide Behavioral Health Liaison Services beginning March 1, 2025 with an annual cost of \$96,960.00. This budgeted amount was previously accepted through the bid process. Commissioner Levesque moved to approve, second by Commissioner Goodkowsky; 3-0 vote approved.

District Attorney

Restitution Account - Deputy DA Kent Murdick attended in person to update the Commissioners on the outstanding chargeback situation. Additional steps have been taken to attempt to recover the funds from the defendant through the probation process. Steps to file a Motion for Relief of Judgement under a Rule 60 Order has been initiated by DDA Murdick in Superior Court.

LCRPC

NOAA Regional Coordinator Consultant Agreement - Executive Director Emily Rabbe presented MOU with Resilient Communities L3C (Gabrian McPhail) at an annual cost of \$12,000 to provide Regional Coordinator services under the NOAA Service Provider grant for FY2025. This is a renewal of the existing professional relationship. Commissioner Levesque moved to approve the agreement, second by Commissioner Goodkowsky; 3-0 vote approved.

Summer Intern – Director Rabbe requested permission to apply to the Margaret Chase Smith Policy Center to participate in the summer internship program beginning in May 2025. This is a paid internship, whose focus will be on community resilience projects. Commissioner Levesque moved to approve applying for an intern, second by Commissioner Goodkowsky; 3-0 vote approved.

Communications

Employee Hiring Recommendations – On behalf of Communications Director Tara Doe, County Administrator Carrie Kipfer presented recommendations for hiring two Emergency Communications Officers effective March 10, 2025. Maria Gasparyl and Page Olson have both successfully completed all of the requirements to start employment. Commissioner Goodkowsky moved to approve the hiring of both applicants, second by Commissioner Levesque; 3-0 vote approved.

Administrator

Payment Authorization – Administrator Kipfer presented a recommendation to renew the Records Management System for the Register of Deed's Office. Info Quick Solutions (IQS) has been a long-term vendor who proposes a five-year contract renewal commencing September 1, 2025, with a monthly cost of \$4,000. This is the same rate from the previous contract. Commissioner Levesque moved to approve the renewal, second by Commissioner Goodkowsky; 3-0 vote approved. Administrator Kipfer authorized to sign on behalf of the Board.

Payment Authorization – Administrator Kipfer made the Board aware of the Risk Pool assessment received for FY2025 in the amount of \$120,992.27. This represents a 10.18% increase over 2024 vs. the average Pool increase of 13.84%. Commissioner Levesque moved to approve paying the invoice in full, second by Commissioner Goodkowsky; 3-0 vote approved.

Purchase Authorization Modification – A previous approval to modify the Recycling Center garage door was discussed. Administrator Kipfer requests permission to award the project to a different vendor at the original approved cost (up to \$26,000), as the original vendor is no longer able to complete the project. The down payment has been requested to be returned to the County. Commissioner Goodkowsky moved to approve awarding the bid to a different vendor and request a refund from the first vendor, second by Commissioner Levesque; 3-0 vote approved.

Employee Hiring Recommendations – On behalf of Recycling Supervisor Timmy Richardson, County Administrator Carrie Kipfer presented a hiring recommendation for hiring Jeffrey Strachan to the position of Recycling Assistant effective March 10, 2025. Commissioner Goodkowsky moved to approve the hiring of both applicants, second by Commissioner Levesque; 3-0 vote approved.

Purchase Authorization – A request was made to purchase a replacement computer server from Dell Technologies to replace the outdated server at the Communications Center. The cost is \$11,249.91. Commissioner Levesque moved to approve the purchase, second by Commissioner Goodkowsky; 3-0 vote approved.

Purchase Authorization – A request was made to purchase four desktop computers from Dell Technologies to replace outdated units in various County departments. The cost is \$4,301.52. Commissioner Levesque moved to approve the purchase, second by Commissioner Goodkowsky; 3-0 vote approved.

Purchase Authorization – Administrator Kipfer presented a proposal from C.A. Newcomb & Sons to repair and add to the guardrails on the Gore Road bridge in Hibberts Gore at a cost of \$7,775.00. These repairs are being sought to address structural weaknesses in the existing guardrail system, as identified by Maine DOT. Commissioner Levesque moved to approve the purchase, second by Commissioner Goodkowsky; 3-0 vote approved.

Job Description Update – At the request of the Board, Administrator Kipfer presents a revised job description for the Administrator position for consideration. Commissioner Levesque moved to approve the changes, second by Commissioner Goodkowsky; 3-0 vote approved.

Opioid Grant Award Consideration – At a previous meeting, seven grant applications, for a total of \$264,884, were considered, using funds in the Opioid Settlement Reserve Account. Administrator Kipfer met individually with all of the applicants to gather more information about each of the proposals. At the conclusion of the meetings, the information provided verified that the proposals are in support of the priorities in the settlement agreement. Although the requests are greater than the initial amount earmarked for awards, supplemental funds have been received that will cover the total. Commissioner Levesque moved to approve all of the applications and issue awards for the total requested, second by Commissioner Goodkowsky; 3-0 vote approved. Administrator Kipfer will develop a Memorandum of Agreement for the usage of the funds and contact the applications to inform them of the award process.

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

Commissioner Levesque moved to enter Executive Session, second by Commissioner Goodkowsky; 3-0 vote approved. Out of Executive Session, no votes were taken.

Executive Session: Discussion of Real Property-1MRSA 405 (6) (C)

Commissioner Goodkowsky moved to enter Executive Session, second by Commissioner Levesque; 3-0 vote approved. Out of Executive Session, no votes were taken.

There being no further business, the meeting was adjourned at 11:45 AM to the 18th day of March 2025 A.D.

ATTEST: 

County Administrator