

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the second of April 2024 by adjournment from the nineteenth day of March 2024.

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

Minutes

March 19, 2024- Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Finance Department

Warrants

Finance Director Michelle Richardson presented for approval accounts payable warrant #46 for \$213,142.56. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Accounts payable warrant #47 for \$257,261.42 was presented. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Payroll warrant #2024-06 for \$219,704.20 was presented for approval. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

General Operating Fund Balance Policy Update

An update to the General Operating Fund Balance Policy was presented and discussed. The Commissioners are in agreement with the changes proposed as they support the financial stability of Lincoln County. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

FY 2023 Audit

Finance Director Richardson informed the Board that the FY 2023 Financial Statements and footnotes have been provided to the auditors for review and they plan to begin the audit process on April 15. The projected completion date is by the end of May 2024.

Sheriff's Department

Jail Count – Chief Deputy Rand Maker reported the jail count as follows: Lincoln 17, Sagadahoc 27, Knox 32, Penobscot 55, Waldo 33, Oxford 02, and Federal 05 for a total of 171.

Animal Control Contract – Chief Deputy Maker presents an Animal Control contract renewal for the Town of Bristol. The contracts reflect an update in cost plus indemnification language changes. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Marine Shellfish Enforcement Contract – A renewal of the Marine Shellfish Enforcement contract with the Town of Bremen was presented. The contracts reflect an update in cost plus indemnification language changes. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Emergency Management

BRIC Grant Update – Emergency Management Director Maury Prentiss provided an update on the BRIC Grant that was intended to fund the update to the County’s Hazard Mitigation Plan. This application was denied, but the Board encouraged Director Prentiss to seek other funding sources to provide for the necessary updates to the Plan.

FEMA Disaster Declaration & Community Engagement – A Federal Disaster declaration (DR-4764) was made for the January 2024 storms that affected Lincoln County properties. Representatives from the Federal Emergency Management Agency are setting up a resource location as well as making visits to affected areas. They are encouraging individuals that have suffered losses during the storm to contact them in-person, on the phone or through the FEMA website for information about resources that may be available to help with the recovery efforts.

Homeland Security Grant Application – Director Prentiss is awaiting the announcement by Maine EMA of the next round of Homeland Security Grant funds. The annual allotment will be focused on specific project areas and Lincoln County’s application will need to reflect these priorities. Previous year announcements had a very short application window, so Director Prentiss requests permission to apply on Lincoln County’s behalf for these funds, in collaboration with County Administrator Carrie Kipfer.

Lincoln County Regional Planning Commission

Region 1 Collaboration Service Agreement Amendment – Executive Director Emily Rabbe presents an extension of the Service Agreement in place with Southern Maine Planning & Development Commission that expired on March 31, 2024. The extension will expire on September 30, 2024 and will provide additional funds of \$5,889. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Letter of Intent – NFWF – Director Rabbe seeks permission to submit a Letter of Intent to the National Fish and Wildlife Foundation for their Coastal Resilience Fund. The draft project would provide planning assistance to towns seeking a “planned retreat” of improvements on properties that are threatened by seawater or freshwater intrusion. Commissioner Blodgett moved to approve submitting the Letter of Intent, second by Commissioner Trescot; 3-0 vote approved.

Administrator

Correspondence Received– Administrator Kipfer presents an annual report from the Boothbay Region Clean Drinking Water Initiative on their use of the ARPA funds provided by Lincoln County in 2023. Some of the funds remain unspent, but have been reserved for use in 2024 to advance the goals of the initiative. A payment request to forward previously approved year 2 funding in the amount of \$65,000 was also presented. Commissioner Blodgett moved to approve issuing the second payment, second by Commissioner Trescot; 3-0 vote approved.

Purchase Authorization – Computer Purchases –Administrator Kipfer presents a purchase authorization to Dell Computers in the amount of \$9,992.23 to purchase seven laptop computers, docking stations and one desktop computer under the State purchase plan. These are planned replacements of aged equipment as identified by our IT vendor. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Payment Authorization – ARPA Housing Grant –Administrator Kipfer presents a payment authorization to 16 Mills Road, LLC in the amount of \$48,000 for a previously approved Affordable Housing Project using ARPA funding. A condition of the approval was that the project needed approval and financial support from Maine Housing in order to qualify for Lincoln County funding. The Maine Housing approval was announced recently by Governor Mills at a press conference highlighting the many statewide projects being started to address the affordable housing needs. Commissioner Blodgett moved to approve, second by Commissioner Trescot; 3-0 vote approved.

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

Commissioner Blodgett moved to enter into Executive Session, second by Commissioner Trescot; 3-0 vote approved. Out of Executive Session, no votes taken.

A tax abatement hearing will be held at 1pm and will be recorded separately. The parties are Lina Post, Frederick Post and the Town of Newcastle.

There being no further business, the meeting was adjourned to the 16th day of April, 2024 A.D.

ATTEST: 
County Administrator