

# STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the seventeenth day of October 2023 by adjournment from the third day of October 2023.

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

## Minutes

**October 3, 2023-** Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

**Budget Committee Meeting October 13, 2023** - Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

## Emergency Management

**Emergency Management Communication Team** – EMA Director Maury Prentiss presents a Certificate of Recognition to the Lincoln County Amateur Radio Team for their recent certification as a FEMA-recognized communications unit (COMU) within the logistics section of the Incident Command System. This designation will allow the team to support the operable and interoperable communications needs for planned and unplanned events. The Board offers their thanks and congratulations to team members John Oakes, Damon Leibert, Jason Kates, Deputy EMA Director Emily Huber and EMA Director Maury Prentiss.

## Finance Department

### Warrants

Finance Director Michelle Richardson presented for approval accounts payable warrant #82 for \$525,443.12. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Payroll warrant #2023-20 for \$241,349.07 was presented for approval. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

**SO Building Assessment Update** – A status update was provided by Gale Associates on their progress of the evaluation of the Sheriff's Office building.

**HR Policy Change Recommendation** – Director Richardson offers a recommendation for the change of the Human Resources policy related to eligibility for the 457(b) plan. Currently a waiting period of six months exists for county participation in the plan for newly hired employees. It is recommended to eliminate this waiting period effective January 1, 2024 to align with the eligibility for employees participating in the MEPERS plan. Commissioner Meserve moved to accept the recommendation and to approve the request, second by Commissioner Trescot; 3-0 vote approved.

**Memorandum of Understanding** – An agreement with the Fraternal Order of Police was presented that would allow for a change in benefits for the employees covered by this Collective Bargaining Agreement. Members who do not participate in the MEPERS plan will receive a match of county dollars up to the current MEPERS rate for the bargaining unit. In addition, a Roth IRA option will also become available to bargaining unit members. Commissioner Meserve moved to approve the MOU, second by Commissioner Trescot; 3-0 vote approved.

**VOYA 401(a) Plan Document** – Director Richardson recommends amending the current VOYA plan to create a 401(a) plan effective January 1, 2024. County matching funds directed to this new plan would replace the funds currently directed to the 457(b) plan. This benefit would allow employees to contribute a larger amount of pre-tax dollars to their retirement account on an annual basis. Commissioner Trescot moved to approve and amend the plan document, second by Commissioner Meserve; 3-0 vote approved.

### **Sheriff's Department**

**Jail Count** – On behalf of Sheriff Todd Brackett, County Administrator Carrie Kipfer reported the jail count as follows: Lincoln 19, Sagadahoc 29, Knox 17, Penobscot 57, Waldo 27, and Federal 05 for a total of 154.

### **Administrator**

**Purchase Authorization – Prosecutors Association Conference** – Administrator Kipfer presents a purchase authorization request on behalf of the District Attorney for lodging expenses related to the Maine Prosecutors Association Conference in Bar Harbor in the amount of \$2,691.08. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

**Purchase Authorization – Riding Lawnmower Replacement** – Administrator Kipfer presents a purchase authorization request on behalf of the Maintenance Department Supervisor for the purchase of a riding lawnmower with attachments in the amount of \$4,031.46. Although this mower will be adequate for the job, Administrator Kipfer recommends purchasing a model that has more capacity, considering the amount of usage the equipment will experience. A sufficient model should cost no more than \$6,500 and the Maintenance Supervisor is requesting a quote from the vendor selected. Commissioner Trescot moved to approve spending up to \$6,500 for the riding mower replacement, second by Commissioner Meserve; 3-0 vote approved.

**Courthouse Floodlight Replacement** – An estimate from DiMauro Electric in the amount of \$3,815.58 for the replacement of the floodlights on the Courthouse front lawn, conduit, landscape posts and installation labor was considered. The existing lights are no longer functional and the posts are propped up with wooden stakes. The Commissioners decided to replace the lights and continue to light the front of the historic Courthouse façade. Commissioner Meserve moved to accept the estimate and schedule to replacement, second by Commissioner Trescot; 3-0 vote approved.

**Hiring Recommendation**– On behalf of Maintenance Department Supervisor Phyllis Soule, Administrator Kipfer presents a recommendation to hire former employee, Rhonda Richardson, for the vacant Maintenance Department Technician position. Ms. Richardson’s hire date is October 16, 2023. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

**Fuel Oil Contract** – A Fixed Price Plan Agreement with M.W. Sewall for fuel oil was reviewed. The contract price is \$3.449 per gallon for up to 18,500 gallons across four locations, with an expiration date of May 31, 2024. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

**Payment Authorization – MidMaine Generator** – Administrator Kipfer presents an invoice from MidMaine Generator in the amount of \$13,897.00 for installation of an automatic generator to be installed at the Planning Commission building. Preliminary approval for the installation has been established by the Board and scheduling of the installation is pending approval from Maine Emergency Management to use Homeland Security Grant Funds. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

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

Commissioner Meserve moved to enter into Executive Session, second by Commissioner Trescot; 3-0 vote approved. Joined by Finance Director Michelle Richardson for a portion of the Executive Session. Out of Executive Session.

A review of the current employee vesting requirements in the 457(b) plan was made. Commissioner Meserve motioned to eliminate the vesting period requirements under the current plan effective immediately and to remove it from the future plan document revisions; second by Commissioner Blodgett; 3-0 vote approved.

There being no further business, the meeting was adjourned to the 7th day of November, 2023 A.D.

ATTEST:   
County Administrator