

STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the eighteenth day of May 2021, by adjournment from the fourth day of May 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 May 4, 2021 meeting; second by Commissioner Trescot; 3 – 0 vote approved.

Finance Director Michelle Richardson presented for approval:

Warrant #28 \$296,260.42

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

Payroll Warrant #2021-10 \$189,982.77

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

Sheriff Todd Brackett reported a current Jail count at Two Bridges Regional Jail (TBRJ): 13 Lincoln County inmates; Sagadahoc County holds 17 inmates at TBRJ; Federal 2; Oxford 22; Cumberland 5; Penobscot 1, York 1; Aroostook 1 for a total of 62.

Sheriff Brackett announced Detective Scott Hayden as Lincoln County's Deputy of the Year for 2020. The Sheriff presented Detective Hayden with a plaque and complimented him on his exemplary service. Commissioners congratulated Detective Hayden and thanked him for his service.

An authorization for payment to Key Chrysler of Newcastle for the purchase of a 2021 Dodge Durango in the amount of \$30,898.00 was presented. This vehicle was purchased following the acceptance of a bid proposal accepted at a previous meeting. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3-0 vote approved.

Sheriff Brackett presented "*Lincoln County Sheriff's Office Hiring Incentive Proposal*" as a follow-up to information discussed at the May 4, 2021 meeting. Commissioner Blodgett requested additional time to read the seven page document before considering the proposal. Motion to table by Commissioner Blodgett; second by Commissioner Meserve; 2-1 approved.

On behalf of Director Tara Doe, Administrator Kipfer presented a contract proposal from Priority Dispatch for annual quality review service. The service would take the place of Dispatch Supervisors performing this duty on a monthly basis. The annual cost of \$34,560 could be reduced to \$27,648 if we commit to three years and pre-pay the entire contract. The Board would like an internal review of the monthly report to ensure it meets our needs prior to signing the contract for three years. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3-0 approved.

A purchase authorization was presented to replace two PTZ (pan, tilt, zoom) cameras on the outside of the Communications Center. The two existing cameras have reached the end of their useful life and require a reset every day. They have lost some of their functionality also. A proposal to replace all cameras at the Courthouse, Sheriff's Office and Comm Center has been presented, but these two cameras are the most pressing need. The cost is \$2,597.36. Motion to approve by Commissioner Trescot; second by Commissioner Meserve; 3 – 0 vote approved.

Lincoln County Regional Planning Commissioner Executive Director Mary Ellen Barnes presented a contract amendment with the Department of Agriculture, Conservation and Forestry (DACF). The current

contract was scheduled to expire on 6/30/21 and the amendment will extend that date to 9/30/21. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3 – 0 vote approved.

County Planner, Emily Rabbe presented a “Professional Planning Services Contract between the Town of Boothbay Harbor and Lincoln County” for the Board’s approval. LCRPC will begin providing the services May 3, 2021 with an anticipated revenue of up to \$9,130. The scope of the contract will provide consultation and analysis of the housing sector and associated land use regulations in Boothbay Harbor. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3 – 0 vote approved.

Director Barnes and Administrator Kipfer presented a draft job description for a Strategic Project Manager. This position would replace the Community Development Specialist. The new position would be placed at grade 15 on the Salary Scale. The Board approved regrading the position and making the change retroactive to January 27, 2021. Motion to approve by Commissioner Trescot; second by Commissioner Meserve; 3 – 0 vote approved.

Administrator Kipfer provided an update on the *American Rescue Plan* Federal Funding. Guidance from the US Treasury has arrived and the county’s application to receive the first half of funds was submitted as required. A *Fact Sheet* was distributed for the Board to review along with a copy of the *State’s Recovery Plan*. Three members of Lincoln County’s Legislative Delegation would like to discuss the funding and plan to attend the June 1st Commissioners’ meeting. Administrator Kipfer suggested that the *Fact Sheet* should be shared with the Department Managers for their review. Following the June 1st meeting, the Board would like to hold a workshop with Department Managers to receive their input and to develop a plan to facilitate meetings with town officials and other stakeholders.

A draft job description was presented on behalf of Maintenance Supervisor, Matthew Huntley. The Full-time Custodian position adds four additional responsibilities to the existing duties of the part-time custodian and increases the schedule to 40 hours per week. The position will remain at the current pay grade, but will become eligible for benefits and the incumbent is agreeable to the change. It is recommended that the change become effective June 1, 2021. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3 – 0 vote approved.

Correspondence from Central Maine Power was received notifying the County of a Planning Board Application that was filed with the Town of Wiscasset. A public hearing was scheduled for May 10, 2021.

Correspondence from received from Ms. Megan Clouse of Boothbay in regards to the mask mandate that was in effect statewide. The Board noted that they had directed County offices to follow the Governor’s Executive Order and that it is still in effect.

A Statement of Loss from the MCCA Risk Pool related to the January 2021 crash in the entry of the Sheriff’s Office. The Board voted to accept the repair estimate. Motion to approve by Commissioner Meserve; second by Commissioner Trescot; 3 – 0 vote approved.

A single-vehicle crash occurred on May 6, 2021 at the Sheriff’s Office that resulted in the flagpole being damaged beyond repair. Estimates are being collected and will be submitted to the MCCA Risk Pool and the driver’s insurance.

The Taxation Committee of the State Legislature held a public hearing on May 12, 2021 to discuss the statewide Unorganized Territory budget. Lincoln County was included in this year’s request. The work session resulted in an ought to pass from the committee.

At 11:10am, Commissioner Meserve made a motion to enter executive session with Administrator Kipfer according to 1 MRSA 405 (6) (A) to discuss a personnel matter; second by Commissioner Trescot; 3-0 vote approved.

Out of executive session; no votes were taken.

There being no further business, the Commissioners adjourned to meet on the 1st of June A.D. 2021.

ATTEST: 
County Administrator