

## STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the fifteenth day of August 2023 by adjournment from the first day of August 2023.

Present: Hamilton W. Meserve

Mary Trescot

Absent: William Blodgett (medical leave)

### Minutes

**August 1, 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 #70 for \$432,924.02. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

Payroll warrant #2023-16 for \$218,593.72 was presented for approval. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

**Recycling Sallyport RFP** – A draft Request for Proposals for construction of a sallyport at the Recycling Center was presented. The sallyport is needed to park tractor trailers underneath to prevent snow build-up on the top of the trailers. Snow accumulation is new unlawful on trailers once they are on the road. Commissioner Trescot moved to approve the RFP as presented, second by Commissioner Meserve; 2-0 vote approved.

### Sheriff's Department

**Jail Count** – Chief Deputy Rand Maker reported the jail count as follows: Lincoln 17, Sagadahoc 29, Knox 15, Penobscot 59, Waldo 37, Hancock 01, and Federal 04 for a total of 162.

**Kieve/Wavus Contract** – A draft of the Alternative Sentence Program contract for October 2023 at Kieve/Wavus camp in Jefferson was presented. The total cost is \$2,200. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

**Payment Authorization for Emergency Equipment and Installation** – An invoice from Coastal Electronics in the amount of \$5,016.65 for installation of emergency equipment in a new vehicle was presented. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

**Purchase Authorization – New Cruisers** – Chief Deputy Maker proposes purchasing one 2023 Ford Explorer Hybrid from Quick Ford for \$46,945. Quirk has this vehicle available immediately and it would take the place of another unit we have on order with Quirk. It is uncertain if the unit on order will be deliverable, so this would be a certain delivery. The price is comparable to the ordered unit and we would be able to decline the ordered unit if it does arrive. Commissioner Trescot moved to approve the recommendation and purchase, second by Commissioner Meserve; 2-0 vote approved.

A payment authorization was presented for the purchase of a 2023 Chevrolet Tahoe from Quirk Chevrolet in the amount of \$44,987.96. This vehicle was ordered several months ago and will be delivered in the next few weeks. Commissioner Trescot moved to approve the purchase, second by Commissioner Meserve; 2-0 vote approved.

A payment authorization was presented for the purchase of a 2023 Ford Explorer from Quirk Ford in the amount of \$46,765.00. This vehicle was ordered several months ago and will be delivered in the next few weeks. Commissioner Trescot moved to approve the purchase, second by Commissioner Meserve; 2-0 vote approved.

**Purchase Authorization – Duty Ammunition** – Chief Deputy Maker requests permission to enter into a contract with AA Police Supply to purchase duty ammunition in the amount of \$4,012.00. This vendor offers the lowest price and is authorized to sell in Maine. Commissioner Trescot moved to approve the purchase, second by Commissioner Meserve; 2-0 vote approved.

## **Communications**

**Employee Recognition** – Communications Director Tara Doe presents Emergency Communications Officer Michael Johnson with a CPR Lifesaving Award. ECO Johnson recently answered a 9-1-1 call from a Good Samaritan who provided CPR to an individual in cardiac distress. The patient was transported to the hospital and survived the event. ECO Johnson's efforts through the dispatch process aided in the Good Samaritan offering support. The Board thanked ECO Johnson for his good work in assisting the caller.

**Digital Radio Conversion Status** - Director Doe updated the Board on the recent actions taken to improve the radio communications with our public safety partners. Interference has been identified that decreases the radio traffic quality. In an effort to offer quality service while troubleshooting the limitations of the digital radio system, the partners have decided to return to analog radio until solutions can be identified and enacted. Once we have assurance that digital radio can offer better quality than analog, we will consider a return.

**Boothbay Tower Repairs** - A lightning strike affected the Boothbay radio tower on July 15, 2023, resulting in \$12,093.07 in emergency repairs. The repair invoice has been received from RCM. Commissioner Trescot moved to approve the payment, second by Commissioner Meserve; 2-0 vote approved.

**Employee Termination** – ECO Justina Boot has terminated employment effective August 8, 2023. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

## **Lincoln County Regional Planning Commission**

**ARPA Housing Grant Application** - County Planner Emily Rabbe presented an application for ARPA Grant Funding from Boothbay Regional Development Corporation. The one hundred thirty-seven unit development is being built on Butler Road in Boothbay. All units are designated as "affordable" by Maine Housing standards. The committee who reviewed the application recommends making a grant award in the amount of \$300,000.00. Commissioner Trescot moved to approve the recommended award, second by Commissioner Meserve; 2-0 vote approved.

**Community Resilience Partnership Grant Award** – Assistant County Planner Laura Graziano notified the Board that the County has been awarded a \$25,000.00 Community Resilience Partnership Service Provider Grant to assist the towns of Alna and Damariscotta with climate resiliency planning and projects. Commissioner Trescot moved to accept the award, second by Commissioner Meserve; 2-0 vote approved.

**Administrator**

**Maine Municipal Association Dividend** – County Administrator Carrie Kipfer reports that MMA Workers Compensation Fund has issued a dividend of \$4,978. Payments are issued to members who meet loss ratio goals from the 2022 reporting period.

**District Six Jail Collaboration Committee**– A committee to represent all four counties in District Six is being formed to represent and discuss the interests of the group. Two members from each county are encouraged to participate. Lincoln County’s representatives will be Commissioner Hamilton Meserve and Administrator Carrie Kipfer. Commissioner Trescot moved to approve, second by Commissioner Meserve; 2-0 vote approved.

**Payment Authorization Lincoln County Historical Association** – An invoice in the amount of \$22,500 for emergency repairs at the Old Jail was discussed. The Commissioners previously agreed to fund this payment to the Lincoln County Historical Association using funds from the Contingency Account. After reviewing dormant reserve accounts, it is suggested that the remaining balance of \$21,792.96 from the Community Program Reserve Account be used for the majority of this expense, with the remaining \$707.04 deducted from Contingency. Commissioner Trescot moved to approve using the funds suggested, second by Commissioner Meserve; 2-0 vote approved.

**Purchase Authorization Registry of Deeds Heat Pump** – An estimate of \$6,100 from Heat Pumps of Maine was reviewed for the removal and replacement of a heat pump in the Registry of Deeds office. This is a planned replacement of an aging unit that will be funded from the County Buildings Operating Capital Account. Commissioner Trescot moved to approve the expenditure, 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, Commissioner Trescot moved to make a salary adjustment to an employee as discussed, second by Commissioner Meserve; 2-0 vote approved.

Director Doe joined the meeting. Commissioner Trescot moved to enter into Executive Session, second by Commissioner Meserve; 2-0 vote approved. Out of Executive Session, Commissioner Trescot moved to approve the promotion of ECO Emily Bohan to the vacant Dispatch Supervisor position, second by Commissioner Meserve; 2-0 vote approved. Effective date to be determined by Director Doe.

There being no further business, the meeting was adjourned to the 5th day of September, 2023 A.D.

ATTEST:

  
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County Administrator