

STATE OF MAINE

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

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

Minutes

November 7, 2023- Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

Finance Department

Warrants

Finance Director Michelle Richardson presented for approval accounts payable warrant #89 for \$946,665.41. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Payroll warrant #2023-23 for \$378,379.56 was presented for approval. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

Sheriff's Department

Jail Count – Sheriff Todd Brackett reported the jail count as follows: Lincoln 22, Sagadahoc 24, Knox 18, Penobscot 57, Waldo 26, and Federal 06 for a total of 153.

Memorandum of Understanding - Patrol Division On Call Stipend- Sheriff Brackett recommends reauthorizing the MOU that expired December 31, 2021 that allows for eligible Patrol Deputies to receive an annual stipend of \$250 if required to serve in an on-call capacity. Commissioner Trescot moves to approve the Stipend MOU retroactive to December 31, 2021 through December 31, 2024; second by Commissioner Meserve; 3-0 vote approved. A list of eligible Patrol Deputies will be provided to the Finance Department for payment of the 2022 & 2023 stipends.

Hiring Recommendation – Sheriff Brackett recommends hiring Alfred Simmons to the position of Full-time Special Services Deputy. Mr. Simmons is currently a Reserve Special Services Deputy. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Purchase Authorization – Chief Deputy Rand Maker presents a purchase request in the amount of \$19,124.46 from Coastal Electronics for equipment installation in two new cruisers. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

A second invoice in the amount of \$21,935.00 from Coastal Electronics for equipment installation in a new Tahoe. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Purchase Authorization – Chief Deputy Maker presents a purchase request in the amount of \$6,731.33 from Radio Communications Mgmt. for three vehicle repeaters to be installed in three new vehicles. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

Purchase Authorization – Chief Deputy Maker presents an invoice in the amount of \$21,800.00 from Idemia Identity & Security USA for the purchase of a “LiveScan” System that digitally captures and stores electronic fingerprint data. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

Sale of Surplus Vehicle - Chief Deputy Maker requests permission to solicit bids on the sale of a 2015 Ford SUV cruiser that has exceeded its useful life in the vehicle fleet. The highest bid received will be brought the Board for permission to sell the asset. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

Communications

Console Service Agreement Renewal– Director Tara Doe presents a 2024 renewal to the Console Service Agreement with Radio Communications Mgmt. in the amount of \$31,520.00. Director Doe recommends accepting the 5% discount offered and paying the entire contract in full in January. The discounted annual contract would be \$29,944.00. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved. Administrator Carrie Kipfer authorized to sign the agreement on behalf of the County.

Purchase Authorization – Director Doe presents an invoice in the amount of \$12,721.47 from RCM to replace radio antennas at several tower locations. The equipment was identified during a recent preventative maintenance inspection of all tower locations. Funding is available in the Capital Improvement Reserve Account. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

A brief update on the Blinn Hill Tower relocation project as well as the CentralSquare software replacement project was offered to the Commissioners.

Administrator

Payment Authorization – Personnel Policy Update – Administrator Kipfer recommends contracting with Career Management Associates of Scarborough to review and update the Personnel Policy at a price not to exceed \$5,000. The project is expected to be completed in early 2024. Commissioner Meserve moved to approve, second by Commissioner Trescot; 3-0 vote approved.

Maine CDC Grant Award – Notification from the Maine Center for Disease Control and Prevention was received of a grant award in the amount of \$80,400 for the Midcoast District Public Health Infrastructure Improvement. The funds will be attributed to the creation of an EMS Radio Channel in FY 2024. Commissioner Trescot moved to accept the funding and allocate it towards the EMS Channel project, second by Commissioner Meserve; 3-0 vote approved.

Courthouse Boiler Status - Administrator Kipfer detailed the recent failure of the Courthouse Boiler (November 15-16) and the steps taken by our HVAC contractor, Siemens. The necessary repairs were completed November 16th and the Courthouse remained open during this time. The necessary information has been forwarded to the Risk Pool for consideration of coverage under the Boiler insurance rider on our policy.

Executive Session: Discussion of Legal-1MRSA 405 (6) (E)

Commissioner Meserve moved to enter into Executive Session, second by Commissioner Trescot; 3-0 vote approved. Michelle Richardson joined the meeting. Out of Executive Session.

The Board discussed the County of Lincoln Investment Fund Trust with First National Bank. In reviewing the Trust documents, it has been identified that the County's entire obligation to pay MEPERS Contributions required under 5 M.R.S. § 18302 is satisfied through County Taxation on an annual basis. As such, the Board seeks to terminate the Trust as allowed under Section 17 of the Trust Agreement, "Amendment or Termination" and seeks to have all remaining assets in the Trust distributed to the County at the earliest possible date. Commissioner Trescot moved to approve, second by Commissioner Meserve; 3-0 vote approved.

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

ATTEST: 
County Administrator