

## STATE OF MAINE

At a meeting of the County Commissioners, begun and holden in Wiscasset, within and for the County of Lincoln, on the sixth day of June 2023 by adjournment from the sixteenth day of May 2023.

Present: Hamilton W. Meserve

William Blodgett

Absent: Mary Trescot (medical leave)

### Minutes

**May 16, 2023** - Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

### Finance Department

#### Warrants

Finance Director Michelle Richardson presented for approval accounts payable warrant #57 for \$186,266.37. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Payroll warrant #2023-10 for \$232,168.81 was presented for approval. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Payroll warrant #2023-11 for \$234,520.14 was presented for approval. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

#### **Bid Opening – Site and Structural Assessment of the LC Sheriff’s Office Building**

One bid was received from Gale Associates, Inc. for Portland in the amount of \$112,650.00. Gale was one of the vendors that attended a pre-bid walk through. Because of the complexity of the bid, it was recommended to table the proposal until a thorough review could be completed. Commissioner Meserve moved to table, second by Commissioner Blodgett; 2-0 vote approved.

### Sheriff’s Department

**Jail Count** – Sheriff Todd Brackett reported the jail count as follows: Lincoln 13, Sagadahoc 25, Knox 17, Penobscot 63, Waldo 24, Cumberland 01, Hancock 01, and Federal 07 for a total of 151.

**Purchase Authorization – Entry Tool Kits (FY20 Byrne JAG grant)** – Sheriff Brackett presented a purchase order in the amount of \$7,453.00 for the purchase of twelve Entry Tool Kits from Louis Doe using FY20 Byrne JAG grant funds. Six of these kits will be distributed to local police departments and the remaining six will be assigned to LCSO patrol officers. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

## **Communications**

**Central Square Software Purchase Proposal** – Communications Director Tara Doe presented a Software License and Service Agreement from Central Square Technologies in the amount of \$585,319.19. This would replace the current IMC /TriTech Records Management Software that is approaching the end of its life cycle. County Administrator Carrie Kipfer previously shared information about the proposal and the Commissioners considered using remaining ARPA funds to cover the county's portion of the quote. The four police departments in Lincoln County will also use this system and had an approximate \$30,000 investment for their portion.

Central Square contacted us and offered a significant discount for the previous quote if we signed before June 30, 2023. The total amount of \$585,319.19 is now less than the amount expected just for the county's portion previously. Since there are adequate funds to cover this expense, Administrator Kipfer recommends that the county use ARPA funds for the entire cost to implement the upgrade and to develop a cost-sharing agreement with the towns for the annual license and maintenance costs that will be in effect in year two. Commissioner Meserve moved to accept the recommendation and to authorize Administrator Kipfer to sign the contract on their behalf; second by Commissioner Blodgett; 2-0 vote approved.

## **Emergency Management**

EMA Director Maury Prentiss provided an update on the recent May Day rain storm and the subsequent visit from five FEMA representatives and one MEMA rep. They assessed damage at thirteen locations in Edgecomb, Somerville, Waldoboro and Newcastle. Lincoln County is near the FEMA threshold for funding assistance related to the storm damage.

Director Prentiss also summarized the visit to Monhegan that he and several EMA team members made this past weekend to assess radio communication opportunities on the island. Many new pathways were identified and the local emergency services representatives were briefed on their options.

A proposal to host a student summer intern to assist with database development and updates was considered. This high-school student would assist the Communications department as well as EMA. Commissioner Meserve moved to approve the proposal, second by Commissioner Blodgett; 2-0 vote approved. Administrator Kipfer to coordinate the schedule and work location.

## **LCRPC**

Executive Director Mary Ellen Barnes submitted her retirement notice to the Board. She plans to transition to a part-time capacity at the end of the year. The Commissioners thanked Ms. Barnes for her many years of service to Lincoln County and noted the positive impact she has had on Lincoln County's economic development. Commissioner Meserve moved to accept the retirement notice with regret and gratitude, second by Commissioner Blodgett; 2-0 vote approved.

**Administrator**

**Correspondence Received** - Maine DOT sent a notice of a public meeting regarding the construction of a multi-use path located in Damariscotta. The notice was posted for the public to be aware.

**Correspondence Received** - Maine DOT sent a "Notice of Layout and Taking" for a parcel of land in Newcastle. The notice was post for the public to be aware. Commissioner Meserve moved to accept and place on record; second by Commissioner Blodgett; 2-0 vote approved.

**Courthouse Roof Repairs** –Administrator Kipfer presented an estimate for \$11,000 from Superior Roofing for repairs to the roof above District Court. An inspection of the roof was done by using the Sheriff’s Office drone and several shingles are missing or damaged. Superior Roofing was the vendor who did the previous repairs and their work was found to be satisfactory. Commissioner Meserve moved to accept the proposal and schedule the repairs, second by Commissioner Blodgett; 2-0 vote approved.

**Update from Boothbay Harbor Sewer District ARPA funded project** – An update from BHSD was received regarding the seawall project they have undertaken. ARPA funds were made available to assist with the project.

**July 4<sup>th</sup> Meeting** – The July 4<sup>th</sup> meeting is rescheduled to July 5<sup>th</sup> at 9am due to the holiday.

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

Commissioner Meserve moved to enter into Executive Session, second by Commissioner Blodgett; 2-0 vote approved. Out of Executive Session, no votes were taken.

There being no further business, the meeting was adjourned to the 20th day of June, 2023 A.D.

ATTEST:   
County Administrator