

## STATE OF MAINE

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

Present: Hamilton W. Meserve  
William Blodgett

Absent: Mary Trescot (medical leave)

### Minutes

**January 17, 2023** - Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

### Finance Department

#### Warrants

On behalf of Finance Director, Michelle Richardson, County Administrator Carrie Kipfer presented for approval 2022 accounts payable warrant #82 for \$244,165.80 Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Presented for approval 2022 accounts payable warrant #83 for \$34,534.70. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Presented for approval 2023 accounts payable warrant #36 for \$263,343.72. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Presented for approval 2023 accounts payable warrant #38 for \$359,142.80. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

Presented for approval 2023 payroll warrant #2023-02 for \$213,374.41. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

### Sheriff's Department

**Jail Count** – Sheriff Todd Brackett reported the jail count as follows: Lincoln 23, Sagadahoc 29, Knox/Waldo 40, Penobscot 67, Cumberland 01, and Federal 04 for a total of 164.

**Animal Control Contracts** – Sheriff Brackett presented outstanding Animal Control Contracts from the Towns of Dresden, Newcastle, and Waldoboro. Commissioner Meserve moved to approve renewing each contract presented, seconded by Commissioner Blodgett; 2-0 vote approved on each.

**Shellfish Control Contract** – Sheriff Brackett presented a renewal to the Shellfish Contract with the Town of Bremen. Commissioner Meserve moved to approve renewing the contract as presented, second by Commissioner Blodgett; 2-0 vote approved.

**Payment Authorization** – Sheriff Brackett requested permission to purchase electronic monitoring equipment from Securus Technologies in the amount of \$5,700.00. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Payment Authorization** – The annual subscription renewal to Lexipol for online training in the amount of \$3,200.00 was presented. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Payment Authorization** – An invoice in the amount of \$19,076.00 from Empire Drone to purchase a DJI M30T Aerial Drone and related equipment for the Sheriff's Office was presented. The Board gave their approval to move forward with the acquisition at a previous meeting and approval from FEMA has recently been received. Homeland Security Grant funds will be used for the purchase of this equipment. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

An identical unit will also be purchase for use by the Emergency Management Agency using HSGP funding. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Hiring Recommendation** - Sheriff Brackett updated the Board that Mark Fortin started in the position as the School Resource Officer effective January 24, 2023. He successfully completed the necessary background checks and exams. Commissioner Meserve moved to conditionally approve, second by Commissioner Blodgett; 2-0 vote approved.

**Employee Promotion** – Patrol Deputy Jonathan Colby has been selected for the vacant Patrol Sergeant position effective 2/11/2023. Commissioner Meserve moved to accept the promotion, second by Commissioner Blodgett; 2-0 vote approved.

**Sale of Surplus Property** - Sheriff Brackett updated the Board on the status of a decommissioned SUV from the fleet of vehicles. The TBRJ Board indicated their interest in acquiring the vehicle for an amount of \$1,000-\$1,500, with the understanding that substantial repairs will be needed to the vehicle to make it drivable. The Board agreed to authorize Sheriff Brackett to make the necessary sale arrangements. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

### **Emergency Management Agency**

On behalf of EMA Director, Casey Stevens, Administrator Kipfer presented an updated contract for the annual Local Emergency Planning Committee agreement with the State EMA Office. Commissioner Meserve moved to approve renewing the contract as presented, second by Commissioner Blodgett; 2-0 vote approved.

### **Communications**

**Hiring Recommendation** – On behalf of Director of Communications, Tara Doe, Administrator Kipfer presented a hiring recommendation for an Emergency Communications Officer. Nicholas Rioux will begin employment on February 10, 2023. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

### **Administrator**

**Hiring Recommendation** – On behalf of Recycling Supervisor, Tim Richardson, Administrator Kipfer presented a hiring recommendation for the vacant Recycling Assistant position. Brandon Achorn will begin employment within the next week, exact date TBD. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**SHAPE Safety Program Update** - The results of the recent SHAPE Safety Program inspection have been received. All departments were reviewed and only minor concerns were observed and noted. The necessary corrections have been made and documentation will be provided to the inspector. Administrator Kipfer offered her appreciation to Carol Thibeault for her hard work in making sure the safety protocols in place met the requirements and to the department managers for assisting Carol in making any necessary updates. The Board echoed their appreciation for the efforts.

**Payment Authorization** – Administrator Kipfer presents an invoice for 5 Dell desktop computers in the amount of \$5,183.02. These are planned replacements for aging equipment and the funds are included in the IT Reserve Account. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

In addition, an invoice for \$10,492.31 from Dell to replace the Sheriff's Office records management system server was presented. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Payment Authorization** – Administrator Kipfer presents a payment authorization in the amount of \$150,000.00 to the Wiscasset Water District for a pre-approved Regional Water Study project using *American Rescue Plan* funding. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Payment Authorization** – An invoice in the amount of \$5,209.00 from MidMaine Generator for the preplacement of the Courthouse generator radiator was presented. The cost includes labor and materials. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**Payment Authorization** – An estimate in the amount of \$3,300.00 from T&B Transmission in Chelsea was presented for transmission repairs to the Recycling Department's 2001 Ford pick-up. A final amount will be known once the repairs are complete. Commissioner Meserve moved to approve, second by Commissioner Blodgett; 2-0 vote approved.

**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. Joined by EMA Director Casey Stevens. Out of Executive Session. Commissioner Blodgett moved to approve a payment of legal fees as discussed, second by Commissioner Meserve; 2-0 vote approved.

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

Commissioner Meserve moved to enter into Executive Session, second by Commissioner Blodgett; 2-0 vote approved. Joined by Sheriff Todd Brackett and Chief Deputy Rand Maker. Out of Executive Session, no votes taken.

There being no further business, the meeting was adjourned to the 21st day of February, 2023 A.D.

ATTEST:   
County Administrator