



## *Sagadahoc County Commissioners Meeting Minutes*

*February 9, 2016*

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 p.m. on Tuesday, February 9, 2016 in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: County of Sagadahoc Commissioners: Mr. Charles Crosby III, Chair, Ms. Carol Grose, Vice Chair, Mr. Max Dawson; Pamela Hile, County Administrator; Joel Merry, Sheriff; Brett Strout, Chief Deputy; Brodie Hinckley, Communications Director; Eric Sawyer, EMA Director; Sharon Hinckley, Human Resources Director

Guests: None

I. Chair Crosby called the meeting to order and established the presence of a quorum at 3:04 p.m.

II. There were no public comments

### III. CONSENT AGENDA

1. Approval of Minutes for January 12, 2016
2. Approval of Warrants
3. January Financial Statements
4. Departmental Reports (Written)
5. Upcoming Meeting(s):
  - a.) Regular Meeting at 3:00 p.m. on Tuesday, March 8, 2016
  - b.) Work Session with BAC at 8:30 a.m. on Friday, March 11, 2016
  - c.) Special Meeting at 5 p.m. on Tuesday, March 15, 2016
  - d.) Meeting at 5:00 p.m. on Tuesday, March 22, 2016 IF NEEDED

Upon **MOTION** by Vice Chair Grose and second by Commissioner Dawson, **the consent agenda was unanimously approved as presented.**

### IV. DEPARTMENT REPORTS

1. Sheriff's Department – Sheriff Joel Merry

The Sheriff reported a fatal car accident that happened at the beginning of the month. Several resources were working on that. The new patrol deputy started, and training has been going well. He will be going solo in the next week.

2. TBRJ – Joel Merry/Pam Hile

Sheriff Merry reported that the recent workshop regarding jail funding at the statehouse turned out to be unproductive. The Sheriff had spent time gathering requested information on short notice only to have the meeting last only about 10 minutes.

The Administrator reported that Sagadahoc County received \$2,030.12 in funds from court fines and surcharge and respectfully requested that this be appropriated to TBRJ.

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Commissioners voted 2 – 1 to appropriate funds to Two Bridges Regional Jail. Chair Crosby was opposed.**

3. Communications – Brodie Hinckley

Communications Director Hinckley reported that the Wanderers Program was officially activated. He also reported that in negotiations with Spillman over the Richmond fees, he was able to get the fee waived for this year in exchange for paying future maintenance fees of \$1,000 annually for new software that would provide Sagadahoc with “Insight” interface. Finally, in reviewing the contract with the cellphone carrier, Director Hinckley was able to negotiate for a better rate and add three more hotspots without any additional cost that can be used for Richmond.

V. BUSINESS ITEMS

1. Transfer of Investigator to MDEA – Sheriff Merry

Sheriff Merry reported that our drug investigator currently spends most of his time working with the Maine Drug Enforcement Agency. The Sheriff is proposing that this individual be assigned full-time to the MDEA, with the stipulation that we can still utilize him if needed. The primary result of this change is that the County will be reimbursed 100% of his salary, payroll costs and benefits for the time spent with the MDEA, which could amount to in excess of \$75,000 annually depending upon union negotiations and health insurance increases. The investigator would still be considered a County employee, but would report to MDEA. Because we have access to his services, it will not be necessary to hire a replacement to fill this position.

Sheriff Merry respectfully requested authorization to execute a two year contract with the State for this transfer.

Upon **MOTION** by Commissioner Dawson and second by Chair Crosby, **the Commissioners approved in a 2 -1 vote to approve that a sheriff’s deputy be assigned full time to the MDEA, with the stipulation that we can still utilize him if needed. The County will be reimbursed 100% of his salary, payroll costs and benefits. Commissioner Grose was opposed.**

2. Request to Purchase Thermal Imaging Equipment– Sheriff Merry

Sheriff Merry requested authorization to purchase some thermal imaging equipment utilizing funds from his drug seizure/forfeiture accounts, which total \$10,897. (There is an additional \$20,383 in the K-9 account.) Upon discussion the commissioners asked that Sheriff Merry provide some information concerning leasing options for this equipment at next month’s meeting.

3. Authorization to Begin Hiring Process for Dispatcher – Brodie Hinckley

Communications Director Brodie Hinckley requested that the Commissioners authorize him to commence the hiring process to fill one (1) vacant dispatcher position.

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Commissioners unanimously approved that Communications Director Brodie Hinckley can move ahead with the hiring process.**

4. Appointment of County Representative to Midcoast Maine Community Action Board of Directors

The Administrator advised that the Commissioners still need to fill a vacancy on the Board previously occupied by Commissioner Grose. After a short discussion, each Commissioners agreed they would talk to constituents to see if they could identify anyone interested in serving.

5. 2016-17 BAC Membership

The Administrator advised that following individuals were elected to the Budget Advisory Committee at Tuesday's Caucuses:

District 1 – Selectman Ruth Lyons, Topsham

District 2 – Selectman Theresa Turgeon, Bowdoinham; Councilor Bernie Wyman, Bath

District 3 – Selectman Peter Oceretko, West Bath

6. Health Insurance Renewal Quote

Administrator Hile reported that we have been advised by Health Insurance Administrator Malcolm Ulmer that preliminary numbers to renew coverage through Meritain have come in. The overall increase this year is 2.3%, which is about a \$30K savings compared to what the increase would have been had the County stayed with the previous carrier. Administrator Hile respectfully requested approval to lock in the rates for the next benefit plan year (April 1 – March 31).

Upon **MOTION** by Vice Chair Grose and second by Commissioner Dawson, **the Commissioners unanimously approved to lock in the rates for the health insurance renewal.**

7. Fire Department Surveys – Brodie Hinckley

Director Hinckley reported that responses to the recent survey sent by the Communications Department regarding dispatching services were due on February 4<sup>th</sup>. The Departments did not follow the requested format, but rather provided one “group” response, with no rankings or priorities identified. Although most of the comments were somewhat vague and lacking specifics, staff focused on those issues which had somewhat substantive recommendations. They concluded that the main focus is to improve communications and training, and establish a task force with the fire chiefs to have a forum to address concerns/requests. Commissioner Dawson and Administrator Hile will attend at least the first few meetings to ensure it remains productive.

8. County Administrator's Report - Available for review upon request

VI. COMMISSIONERS COMMENTS/ANNOUNCEMENTS

1. Workforce Investment – Commissioner Crosby will be attending the annual conference in Washington, D.C. in March, meeting with representatives of our legislative delegation and others involved in the workforce investment program.

VII. EXECUTIVE SESSION(S)

1. Request to enter into an executive session pursuant to Title 1, Chapter 13, Section 405, 6., A of the M.R.S.A. for the purpose of discussing personnel matters.

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Board voted by unanimous acclamation to go into executive session at 4:32 p.m.**

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Board voted by unanimous acclamation to come out of executive session at 5:10 p.m.**

VIII. ADJOURNMENT

Upon **MOTION** by Commissioner Dawson and second by Vice Chair Grose, **the Board voted by unanimous acclamation to adjourn at 5:12 p.m.**

Respectfully submitted,

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Sharon Hinckley, Human Resource Director