

Sagadahoc County Commissioners
Meeting Minutes
Tuesday, May 9, 2017

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 pm Tuesday, May 9, 2017, in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: Chair Carol Grose; Vice-chair Charles Crosby III; Commissioner Max Dawson; County Administrator Pamela Hile; Sheriff Joel Merry; Chief Deputy Brett Strout; Communications Director Brodie Hinckley; EMA Director Sarah Bennett; HR Director, Sharon Hinckley; Assistant to the County Administrator, Mary Kay Blatz

Guest(s): Richard Hornbeck, Esq., Moncure & Barnicle; Sharon Bagalio, Director, Sagadahoc County Board of Health; JoAnne Joy, Chair, Sagadahoc County Board of Health

I. Chair Grose called the meeting to order at 3:00 p.m. and established the presence of a quorum.

II. Public Comments

Sagadahoc County Board of Health representatives Sharon Bagalio and JoAnn Joy presented the Commissioners with an opinion editorial piece written by Ms. Bagalio. Specifically, the editorial expressed support for Community Public Health Nursing and opposition to proposed budget cuts to that program. Ms. Bagalio requested the Commissioners' consent to submit this Op Ed piece to local publications in effort to generate support, with the knowledge that Public Health Nurses are critical to responding to community needs that cannot be fulfilled by hospital nurses.

Upon **motion** by Commissioner Dawson and second by Chair Grose, the Commissioners voted to **authorize the Board of Health to submit the Op Ed piece to local publications.**

III. Consent Agenda:

1. Approval of Minutes for April 11 and April 25, 2017
2. Departmental Reports (Written)
3. Upcoming Meeting(s):
 - a.) Regular Meeting at 3:00 p.m. on Tuesday, June 13, 2017
 - b.) Meeting at 5:00 p.m. on Tuesday, June 27, 2017 IF NEEDED

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

IV. Executive Session

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

Upon **motion** by Vice-Chair Crosby and second by Commissioner Dawson the Commissioners voted **unanimously to enter into executive session pursuant to Title 1, Chapter 13, Section 405, 6., D of the M.R.S.A. for the purpose of union negotiations at 3:28 p.m.**

The Board came out of executive session at 3:57 p.m.

Upon **motion** by Vice-Chair Crosby and second by Commissioner Dawson, the **Commissioners unanimously voted to authorize the signing of the 2016-2019 Transport CBA, with the 2% wage increase retroactive to July 1, 2016 and with the associated costs to be taken from the Corrections Surplus Account; and to authorize a waiver of \$500 each from their loan repayment obligation to the County for the two transport officers affected by the retroactive MEPERS plan change.**

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

Upon **motion** by Vice-Chair Crosby and second by Chair Grose the Commissioners voted **unanimously to enter into executive session pursuant to Title 1, Chapter 13, Section 405, 6., D of the M.R.S.A. for the purpose of discussing union negotiations at 4:04 p.m.**

The Board came out of executive session at 4:24 p.m.

Upon **motion** by Vice-Chair Crosby and second by Chair Grose the Commissioners **voted unanimously to authorize the signing of the 2016-17 Deputy Sheriff's CBA, with the 2% wage increase retroactive to July 1, 2016 and the associated costs to be taken from the Commissioners Contingency Account; and to authorize the signing of the 2017-2020 Deputy Sheriff's CBA.**

V. Department Reports

1. Sheriff's Office / Jail Update – Chief Deputy Brett Strout

Chief Deputy Strout reported that there are currently 30 Sagadahoc County inmates and 6 individuals on home release/graduated sanctions. With the resignation of Colonel Westrum, the Jail Authority is currently in the process of recruiting a new Jail Administrator. County Administrator Hile reported that while the contract with Kennebec County was not renewed, discussions are in progress to enter into agreements with Waldo and Oxford Counties. Chief Deputy Strout also reported that there was a minor cruiser accident with a wrecker backing into a parked cruiser on U.S. 295, which was no fault of the Deputy.

2. Communications Report – Director Brodie Hinckley

Director Hinckley reported that the department is currently down one dispatcher. Jessica Gamrat recently completed her probationary period and one individual is currently in training. Director Hinckley stated that he would rather wait until after a Deputy Director is hired before beginning the hiring process for the vacant dispatcher position, noting that three people have thus far expressed interest in the position. Directly Hinckley also reported that Woolwich FD has recently transitioned to Sagadahoc Fire as a primary channel and, with Bath, will use its existing channel as a working channel. He also advised that the State is mandating Fire Department protocols by the fall of this year.

VI. Business Items

1. Update on Communications/Fire Chiefs Task Force – Brodie Hinckley

Director Hinckley reported that the Task force has had five meetings since the inception. Six departments have responded to an inquiry from Director Hinckley to submit a list for consideration by the Task Force, which would then be prioritized by the group in accordance with the overall benefit to all municipalities. Communications has already responded to a number of these matters, and a collaborative process is on-going to continue to make improvements. Vice-Chair Crosby expressed concern that the Topsham Fire Department has ongoing concerns. Director Hinckley states that one concern is that they are looking to Communication to monitor and record their working channels, but that those channels are on-scene and not part of the network. One possible solution is that Topsham use their fire channel as a working frequency, as Woolwich has recently done, which would enable County Communications to monitor and record those interactions. Director Hinckley advised that Chief Stockdale has not given him specific information regarding other issues that their department is experiencing. Vice-Chair Crosby requested that the Topsham Town Manager be briefed concerning the status of this matter.

2. Request to Accept Cruiser Bid – Chief Deputy Strout

Chief Deputy Strout presented to the board results of the bid process for a new cruiser, and requested that the Commissioners authorize the purchase of same. Bids were received from four dealerships, with two bids for a sedan and four for SUV police vehicles, Delivery dates ranged from immediate availability to a wait time up to 120+ days.

Upon **motion** by Vice-Chair Crosby and second by Commissioner Dawson the Commissioners voted **2-1 to authorize the purchase of the Ford Interceptor SUV from Quirk Ford in Augusta for \$28,821**. Chair Grose voted against the motion.

3. Update on the Use of County Vehicle

Administrator Hile reported that over the past few months the County van has been used 34 times for Communications trainings as well as a few times by Administration staff for out-of-town trainings. In addition Dennis Fraser uses the vehicle periodically and will likely use it more frequently in the upcoming months. Administrator Hile noted that employees getting a mileage reimbursement are using their own vehicles only when their homes are closer to the meeting point than it would be come into Bath to pick up the County vehicle.

4. Request to Initiate Hiring Process for Deputy EMA Director – Sarah Bennett

Administrator Hile reported that temporary EMA Specialist Tod Hartung's term with Sagadahoc County will end on June 30th. His assistance has been extremely valuable for the purpose of mentoring the new EMA Director; however, the part-time status of the position limits the overall productivity and effectiveness of the department. Director Bennett reported that there is an excess of work to be done that cannot be done by one person; that due to out-of-office demands there are often times that the EMA Office is closed; and that this position would be filling a vacant and budgeted position. It was therefore respectfully requested that the Commissioners authorize staff to begin the hiring process for a permanent, full-time EMA Deputy Director.

Upon **motion** by Vice-Chair Crosby and second by Chair Grose the Commissioners **voted unanimously to authorize initiating the process of hiring to the position of Deputy EMA Director**.

5, Authorization to Execute Heating Fuel Contract – Administrator Hile

The County has received quotes from both M.W. Sewall and Downeast Energy for \$1.399 per gallon for the upcoming heating season, which matches the price we are paying under our current contract. The most recent lock in price we have received for oil is \$1.829/gallon. A basic comparison of the BTUs generated indicates that the propane is more cost efficient. It is therefore respectfully requested that the Commissioners authorize the County Administrator to execute contracts with M.W. Sewall and Downeast Energy to provide propane to the Courthouse, Administration Building and communication tower generators for the coming year.

Upon **motion** by Vice-Chair Crosby and second by Chair Grose the Commissioners voted **unanimously to authorize locking in the price of \$1.399 per gallon for the upcoming 2017-2018 heating season.**

6. County Administrator's Report

Available for review upon request

7. Other

Administrator Hile reported that the County Truck caught fire this morning at the Bath Transfer Station. The fire was extinguished and the vehicle is in the County parking lot waiting to be towed to service for an assessment. Additional information will be available to the Commissioners at the June meeting.

Administrator Hile also reported that the original price of \$5000 for the Ortho-imagery fly was incorrectly quoted by the state, and that the actual price is \$7,700. Many towns are looking to piggyback on the County initiative and a commitment is required at this point in order to move forward with this initiative. Administrator Hile respectfully requested the Commissioners' consideration of this matter.

Upon **motion** by Vice-Chair Crosby and second by Commissioner Dawson the Commissioners voted **unanimously to authorize payment of \$7,700 for the Ortho-imagery fly-by with the funds to be paid in two installments.**

VII. Adjournment

Upon **motion** by Commissioner Dawson and second by Chair Grose, the Board voted by **unanimous acclamation to adjourn the meeting at 5:18 p.m.**

Respectfully Submitted,

Mary Kay Blatz, Assistant to the Administrator