

County of Sagadahoc Commissioners
Meeting Minutes
June 10, 2014

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 p.m. on Tuesday, June 10, 2014 in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: Chair Max Dawson, Vice Chair Charles Crosby, III, Commissioner Carol Grose, County Administrator Pamela Hile, Sheriff Joel Merry, Deputy Chief Brett Strout, Deputy Administrator Robin Dayton.

Call to Order

Commissioner Chair Dawson called the meeting to order at 3:01 p.m. and established the presence of a quorum.

Public Comments: None.

Consent Agenda

1. Approval of Minutes for May 13 and May 20, 2014
2. Approval of Warrants
3. May 2014 Financial Statements
4. Departmental Reports (Written)
5. Upcoming Meeting(s):
 - a.) Regular Meeting at 5:00 p.m. on Tuesday, June 24, 2014 (ONLY IF NEEDED)
 - b.) Regular Meeting at 3:00 p.m. on Tuesday, July 8, 2014

Upon motion by Vice Chair Crosby, second by Commissioner Grose, the Consent Agenda was approved as amended.

Department Reports (Presentations)

1. Sheriff's Department – Joel Merry

Sheriff Joel Merry provided the Department monthly activity packet to the Commissioners noting that calls for service have increased. The County's current sentenced inmate population is 41. Three are enrolled in the work release / home monitoring program.

Sheriff Merry provided preliminary data indicating that four counties in district 6 spent \$360,000 last year on pre-trial contracts. Of that amount, \$70,000 was spent on administrative fees. 3 of the 4 counties contract with Volunteers of America, Knox contracts with Maine Pre-trial Services. Administrators and sheriffs are working together on a local initiative to reduce these costs. Several meetings are scheduled during the next few weeks. Waldo County would

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like to invite all County Commissioners to work on this cost saving initiative but there is also concern that a large working group may not be productive.

Sheriff Merry also reported that the fire at TBRJ last week was caused by insufficiently stored rags covered with linseed oil self-combusting and that additional safety training in underway for all maintenance staff. Also an A/C unit was rendered non-functional at one of the PODS. The maintenance contractor has been scheduled. At this time, 10 state and 3 federal prisoners are housed at TBRJ however, there is no guarantee this will continue. Surprisingly the state now appears to have plenty of capacity to house their inmates.

Lastly, Sheriff Merry reported that the big van failed inspection due to a hole in the frame. The Sheriff is waiting for a repair estimate. The Commissioners advised to obtain the requisite number of quotes.

Business Items

1. Resolution No. 2014-1: A Resolution to Adopt the Annual Budget for the Fiscal Year Beginning July 1, 2014 and Ending June 30, 2015

This Resolution adopts the proposed budget for FY 2014-15; appropriates the money to fund said budget; sets forth the tax levy for each of the communities; replenishes the Emergency Contingency Fund; sets the amount of the unassigned fund balance that is to be used to offset the tax levy; designates those funds to be carried forward from the FY 2013-14 budget; and appropriates various reserve funds for use as needed during the upcoming fiscal year. A copy of the proposed budget is attached by reference and will be included in the Resolution Book.

Upon **motion** by Chair Dawson, second by Commissioner Grose, the Board **voted unanimously to approve Resolution No. 2014-1 to adapt the Annual Budget for the Fiscal Year beginning July 1, 2014 and Ending June 30, 2015**

2. Agreement with MCOG for Administrative and Technical Services

Administrator Hile provided the proposed agreement between Sagadahoc County and the Midcoast Council of Governments to provide services for the County's Office of Economic and Community Development. Specifically, this contract provides for the provision of services to all County localities during the period of July 1, 2014 through June 30, 2015 and sets forth the scope of services to be provided; the amount of compensation (unchanged from the current year); reporting requirements; and various related items.

Upon **motion** by Commissioner Grose, second by Vice Chair Crosby, the Board **unanimously approved the Agreement with MCOG for Administrative and Technical Services for the period of July 1, 2014 through June 30, 2015.**

3. MOU with MCOG for Use of Office

Administrator Hile provided and requested authorization to execute the proposed MCOG contract renewal for the continued use of office space in the Courthouse for the County's Economic and Community Development Office. The office is used to provide meeting space for Sagadahoc localities to meet with members of the MCOG staff and for entities such as the Small Business Administration to provide services to the County's businesses.

Upon **motion** by Vice Chair Crosby, second by Commissioner Grose, the Board **unanimously approved the continued use of office space in the Courthouse for the County's Economic and Community Development Office.**

4. Appointment of Members to the Board of Health

Upon **motion** by Chair Dawson, second by commissioner Grose, the board **unanimously approved the re-appointment of Joanne Joy, as Chair for two year terms on the Board of Health (July 1, 2014 - June 30, 2016)**

Upon **motion** by Chair Dawson, second by commissioner Grose, the board **unanimously approved the re-appointment of Steve Trockman, Past Chair for two year terms on the Board of Health (July 1, 2014 - June 30, 2016).**

Upon **motion** by Chair Dawson, second by commissioner Grose, the board **unanimously approved the re-appointment Marla Davis, RN, be reappointed for a one year term as the Sagadahoc County Public Health Officer (July 1, 2014 - June 30, 2015).**

5. Update: Weathervane/Roof Repairs

Administrator Hile presented extensive research findings regarding the history of the weathervane located on the roof of the Courthouse. A picture from the archives of the Patten Free Library, circa 1885 shows the shape of the weathervane to match exactly as it is today. In addition, in his book, *Old Sagadahoc*, author Dick Snow cites a newspaper article from 7/31/1869 that describes damage done by a lightning strike to the "vane pole". The pole came down, but repairs were undertaken immediately. It would thus appear that the pole mount (which is what's separated from the roof, and likely the actual weathervane itself are original to the building.

Regarding repair or replacement costs: Penobscot and G & E Roofing cannot evaluate the scope of work without bringing in a crane at a cost of \$3,000-\$3,600 per day. It might be possible to do the repairs on site without removing it; however, this would likely still be a minimum total cost of ~\$6,000-\$7,000. If it must be removed and reinstalled, the cost would more than double. It should be noted that it would cost at least \$4,000 - \$5,000 if we were to get a crane out to take it down and repair the roof. Right now, it appears that we will have

enough money remaining in the building account to cover the initial costs to get a crane on site and most of the repair costs if they can be done in place. The necessary insurance claim paperwork has been submitted to the MMA Risk Pool and we are waiting to receive a decision. Administrator Hile will continue to keep the board informed as soon as more information is available.

6. Appointment of Part-Time Probate Clerk

Judge Voorhees and Registrar Atwood recently interviewed candidates for the position of part-time Probate Clerk and are requesting that the Commissioners approve the hiring of Maureen Snyder subject to a successful background check.

Upon **motion** by Vice Chair Crosby and second by Commissioner Grose, the Board **unanimously authorized hiring Maureen Snyder as part-time probate clerk subject to a successful background check.**

7. Transfer of Funds from Contingency to EMA

As was reported last fall, the owners of the West Bath Tower discovered that they had not billed us for, nor had we paid, rent since the inception of the lease in July, 2011. Therefore, we have been billed (and paid) \$27,808 this fiscal year; however, only \$9,500 was included in the FY 13-14 budget. As of May 30, 2014 projections, the EMA budget will be short up to \$4,000 to cover the net amount of the West Bath tower lease payment. The Commissioners discussed transferring the remaining lease payment overage from Contingency account into the Tower Leases account to make the account whole at the end of the fiscal year.

Upon **motion** by Chair Dawson and second by Commissioner Grose, the Board **unanimously authorized the transfer of up to \$4,000 from the Contingency account to cover the net amount of the West Bath tower lease payment since July 2011.**

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

Administrator Hile noted the completion of the new Serenity Garden and that almost all of the plants were donated by either the Gardeners or staff, and the next phase will be to add a variety of bulbs in the fall. Administrator Hile also mentioned that in the event a new Charter is implemented, the County Administrator may not hold any other office as Treasurer.

2. Other – Communications New Appointment

On behalf of Communications Director Hinkley, Administrator Hile requested approval from the Board to hire two Emergency Communications Dispatchers subject to successful background checks. Communications Director Hinkley recently completed a rigorous selection process and is very pleased with candidates Zachary Cavanaugh and Alicia Tingle.

Upon **motion** by Vice Chair Crosby and second by Commissioner Grose the Board **approved the hiring of Zachary Cavanaugh and Alicia Tingle as full time Communication Dispatchers subject to successful background checks.**

Commissioners Comments/Announcements

1. Workforce Investment – Commissioner Crosby

Commissioner Crosby announced that the Workforce Development Reauthorization legislation passed in the US Senate 95 to 3. The Senate rejected amendment 3379 that would have given governors the authority to sanction local workforce boards after one year. This means local authority remains intact. The US House is expected to vote on the bill after July 4th and is supported by the House leadership.

Executive Session - None requested.

Adjournment

Upon **motion** by Vice Chair Crosby and second by Commissioner Grose the Board **agreed to adjourn at 3:40 p.m. by unanimous acclamation.**

Respectfully submitted

Robin M. Dayton.

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