

***Sagadahoc County Commissioners***  
***Meeting Minutes***  
***Tuesday, May 8, 2018***

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 pm Tuesday, May 8, 2018 in the Commissioners' Conference Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: Chair Charles Crosby, III; Vice-chair Carol Grose; Commissioner Rabyrne Hutton; County Administrator Pamela Hile; Sheriff Joel Merry; Chief Deputy Brett Strout; Communications Director Brodie Hinckley; Deputy Communications Director Tammy Shiers; Human Resources Director Sharon Hinckley; Assistant to the County Administrator, Mary Kay Blatz

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

II. Public Comments

There were no public comments.

III. Consent Agenda:

1. Approval of Minutes for April 10 and April 24, 2018
2. Financial Statements for April 2018
3. Warrants
4. Departmental Reports (Written)
5. Upcoming Meeting(s):
  - a. Regular Meeting at 3:00 p.m. on Tuesday, June 12, 2018
  - b. Meeting at 5:00 p.m. on Tuesday, June 26, 2018

Upon <b>motion</b> by Vice-chair Grose, and second by Commissioner Hutton, the <b>consent agenda</b> was <b>unanimously approved as presented</b> .
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IV. Department Reports

1. Sheriff's Department – Sheriff Joel Merry

Sheriff Merry presented his monthly activity report and relayed details of an incident that occurred the first week of May that resulted in damage to a Sagadahoc cruiser. A defendant attempting to elude law enforcement through Richmond and Gardiner, intentionally collided with four law enforcement vehicles, including Richmond, Gardiner, Sagadahoc and State Police. The defendant then escaped on foot and jumped into the Kennebec River until apprehended. This is determined to be an intentional act and the defendant has been charged with a number of felonies including ramming the cruisers.

Sheriff Merry reported that the Sagadahoc County population at TBRJ (Two Bridges Regional Jail) is up slightly at 32, and two individuals are on home monitoring. The jail population is 167 and staffing continues to be a challenge. Administrator Hile apprised the Commissioners of the current status of the legislation concerning the jail funding; Criminal Justice has recommended to Appropriations \$15.2 million to the Jail Operations

Fund for next year, and an additional \$3 million to be determined based on special needs. They also asked that \$1.7 be carved out of the \$15.2 million to be used as a direct payout for community corrections. Currently in discussion is 1.) who will determine *special needs*, and 2.) should the \$3 million be in addition to the \$15.2 million, or included in that amount, making the appropriation funding actually \$12.2 million; but all of this may be irrelevant, as there is no money appropriated in the proposed budget at this time.

2. Task Force/Fire Protocols – Communications Director Brodie Hinckley

Director Hinckley updated the board regarding the protocols that have been established in response to needs identified through the County Fire Departments/ Communications Task Force. The task force consists of representation from agencies throughout the County and has identified a number of concerns that have been addressed. The most significant accomplishment of the task force is the improved communication between the County and the agencies. Trainings on the new protocols are being scheduled at the request of each agency.

V. Business Items

1. Authorization to Begin Hiring Process for Dispatch Vacancies

The Communications Department has received yet another resignation (this one as a result of a change in the family circumstances of the dispatcher), which leaves the department with three vacant dispatcher positions. Administrator Hile respectfully requested that the Communications Director be authorized to begin the hiring process immediately.

Upon **motion** by Commissioner Hutton and second by Vice-chair Grose, the Commissioners **voted unanimously to authorize Communications to begin the hiring process to fill vacant positions within the department.**

2. FY 2018-19 Budget Recommendation from BAC

At its meeting on April 5, 2018 the Budget Advisory Committee voted unanimously to make the following recommendation concerning the proposed FY 2018-19 budget:

*The BAC recommends that funding be withheld from Time and Tide for FY 2018-19 due to their failure to present to the Commissioners and BAC and to demonstrate any quantifiable benefits to the residents of Sagadahoc County. Funding for this organization may be reconsidered during the FY 2019-20 budget process.*

At the Budget Public Hearing held on April 24, 2018, the BAC presented this recommendation to the Commissioners for review and consideration, noting that this was not the first time these issues have arisen with Time and Tide, and that their failure to account for their use of Sagadahoc County taxpayers' funds was troubling. A poll of other Counties listed by Time and Tide as proposed funding sources for either FY 2018-19 or calendar year 2018 revealed that only one of the Counties listed as funding the agency has been doing so, and at a lesser rate than reported by the agency. In consideration of this information, Administrator Hile respectfully requested that the Board consider the recommendation of the Budget Advisory Committee.

The Board discussed the lack of authenticity in the reporting of funding, the program offerings and sustainability in consideration of lower-than-reported funding.

Upon **motion** by Commissioner Hutton and second by Vice-chair Grose, the Commissioners **voted unanimously to discontinue funding of Time and Tide in the FY 2019 budget.**

Further discussion by the board revealed that although they opted to not fund Time and Tide in the upcoming fiscal year, they would invite the agency to re-apply for funding at a future date, if and when they can demonstrate successful programs, and offer an actual budget as opposed to a proposed budget. Administrator Hile stated that, barring any Commissioner objections, \$540 of the \$3,750 allocated in the budget to fund Time would be transferred the EMA operating budget or the purpose of upgrading the offsite storage facility. The balance would be transferred into the Building Maintenance Capital Reserve Account. There were no objections.

3. Authorization to Award Contract for Parking Lot Lighting Project

Administrator Hile reported that a mandatory pre-bid meeting was held on April 20, 2018 with three potential bidders in attendance (Midcoast Electric, Bath Electric and Marsh River Electric). Midcoast submitted the only bid, which was opened at 2:00 p.m. on Thursday, April 26<sup>th</sup>. The amount proposed for a turn-key job, including all materials, permits, labor, etc. is \$19,340. This amount is \$2,740 more than the budget for this project; however, increases in excavating prices and material costs since the time the initial estimate was prepared for the FY 2017-18 budget (February 2017) have resulted in this change. Midcoast Electric is working with subcontractors to reduce the cost of excavation, which could result in a lower total cost. Administrator Hile respectfully requested the Commissioners' authorization to award the contract to Midcoast Electric for a total of \$19,340, with \$16,600 to be taken from the parking lot lighting project capital reserve account, and the remaining \$2,740 to be appropriated from the building maintenance capital reserve account (which currently has a balance of approximately \$6,406). Administrator Hile noted that this project will take place with minimal disruption to parking. Chair Crosby expressed the wishes of the Board that the project be completed by Bath Heritage Days, at the end of June.

Upon **motion** by Vice-chair Grose and second by Commissioner Hutton, the Commissioners **voted unanimously to award the Parking Lot Lighting Project to Midcoast Electric for \$19,340 or less.**

4. County Administrator's Report – Full report available for review upon request  
Administrator Hile advised that the County received a letter from the IRS stating that the County is not in compliance with the ACA in that the County did not offer affordable coverage for the first three months of 2015, which is not correct. This was most likely due to the change in insurance providers. Sharon Hinckley has been compiling information to submit to the IRS and has been in touch with the County attorney, who made note that he has seen similar issues numerous times in recent months and feels confident that this issue can be resolved.

VI. Commissioners Comments/Announcements

Commissioner Crosby reported that Mike Bourret has retired as Director of CCWI after 36 years. Deputy Director Antoinette Mancusi has been promoted to the position of Director. The position of Deputy Director will not be filled at this time in consideration of

funding issues, and additional responsibilities will be shifted to local agencies. The Governor has mandated that 70% of the funding be spent on training, which is not feasible in consideration of the program requirements. The local Workforce Boards will wait to see how the funding and mandates are handled by a new administration. The Workforce Board Attorney has been informed that the State must pay the attorney fees for the earlier lawsuit; however, as the fees have not been paid, the attorney has filed a lien against the State.

VII. Adjournment

Upon <b>motion</b> by Commissioner Hutton and second by Vice-Chair Grose, the Board voted by <b>unanimous acclamation to adjourn the meeting at 3:57 p.m.</b>
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Respectfully Submitted,

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Mary Kay Blatz, Assistant to the Administrator