

***Sagadahoc County Commissioners  
Meeting Minutes  
Tuesday, September 11, 2018***

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 pm Tuesday, September 11, 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; Sheriff Joel Merry; Chief Deputy Brett Strout; Communications Director Brodie Hinckley; Deputy Communications Director Tammy Shiers; Assistant to the County Administrator, Mary Kay Blatz  
Absent: County Administrator Pamela Hile

- I. Chair Crosby called the meeting to order at 3:03 p.m. and established the presence of a quorum.

Chair Crosby called for a moment of silence in memory of those who lost their lives in the terrorist attacks on 9/11/2001.

II. Public Comments

There were no public comments.

III. Consent Agenda:

1. Approval of Minutes for August 14, 2018
2. August Financial Statements
3. Warrants
4. Departmental Reports (Written)
5. Upcoming Meeting(s):
  - a. Regular Meeting at 3:00 p.m. on Tuesday, October 9, 2018
  - b. Meeting at 5:00 p.m. on Tuesday, October 23, 2018 IF NEEDED

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

1. Sheriff's Department/Two Bridges Regional Jail - Sheriff Joel Merry

Sheriff Merry reported that August was a busy month, but not extraordinarily so, with no major happenings to share with the board. As the Commissioners had no questions, Sheriff Merry presented to the Commissioners an inaugural Sagadahoc Sheriff's Department coin, and shared that these coins have become popular in recent years both by military branches and law enforcement agencies, and they are typically given to members of the public in recognition, e.g. "friend of the agency".

Sheriff Merry also reported that the current population for Two Bridges Regional Jail stands at 175 with 33 being Sagadahoc County inmates, and while most Counties populations are up, Sagadahoc has remained fairly steady and is the lowest number of inmates overall. The Jail Authority is scheduled to meet on September 12, 2018, with no major issues on the agenda. TBRJ is still in need of hiring five Corrections Officers.

V. Business Items

1. Accident Report from MCCA Risk Pool – Sheriff Merry

Sheriff Merry presented to the Board his findings from his investigations, and conversations with Malcolm Ulmer regarding the accident claims data reviewed at the August meeting, as requested by the board. Sheriff Merry stated that the original report was generated by Malcolm in response to a request for information by the MCCA Risk Pool, and was distributed to each County, respectively. Sheriff Merry looked at risk pool reimbursement records from the Finance and the Sheriff's Departments, in comparison to the figures received from the MCCA. Malcolm informed the Sheriff that the MCCA figures represent the gross monetary damages of the claims, ~\$60,000, while ours, ~\$40,000, represent the amount paid by the Risk Pool to the County (i.e., after deductibles). Taking this into consideration, a very cursory review indicates about a \$5,000 difference in our favor. Sheriff Merry pointed out that in two-and-a-half years, with over 420,000 miles driven annually, and a total of over one million miles driven in this time frame, the accidents are relatively low in damages, and as Malcolm had stated in his email, overall, we are "not that bad." Sheriff Merry also informed the board that the deductibles for the no-fault accidents have not yet been returned to the County and he will follow up with Malcolm to ensure that happens.

2. Communications Coverage Improvement Project – Brodie Hinckley

Director Hinckley reported that the original plan to place additional equipment on the SkyHy Tower in Topsham proved to be unfeasible due to limited space and high costs. The State Police tower on Wind Hill in Bowdoin was deemed not a viable option due to their restrictions. In exploring other options, it appears that the Bowdoin Town Hall building will provide the best alternate location, by placing a mini-tower on that building. The Bowdoin Fire Chief and Radio Communications Management (RCM) have been closely involved in the planning and radio tests to determine coverage have been successful. Towers are commonly linked by microwave, but this tower will be linked via CAT 5 (internet) cable to the West Bath tower, using GWI as a provider. The Bowdoin Selectmen have given their approval; and we are now working with EMA on the funding portion of the project. The County has just under \$26,000 in capital set aside this project along with an additional \$38,000 available through an EMA grant, for \$63,986 total available funds. Anticipated cost for this project is approximately \$45,000. The County is awaiting final notification from the State regarding the EMA grant funding. The next step is to prepare an agreement with the Town of Bowdoin to address maintenance and liability issues, which Brodie will continue to work on.

3. Authorization to Hire Dispatcher – Brodie Hinckley

Director Brodie Hinckley informed the board that the candidate has removed himself from the hiring process and that there are a few potential candidates, currently in the testing stage of the hiring process, and Deputy Hinckley will return to the Commissioners when he has a potential candidate to hire.

4. Payment of Invoice

Commissioner Grose requested discussion regarding a recent request she made, to pull an invoice from a warrant. She questioned whether it was an expense the County should pay. The invoice was a reimbursement for \$55 to replace a broken microwave in the Deeds department. Commissioner Grose begged the question of whether it is appropriate for the County to use taxpayer dollars to provide such items to its departments. Discussion followed that departments such as Deeds and the Sheriff's Administration Office must stay open, and employees often find themselves unable to leave because only one person is in the office or they are extremely busy. Many people bring their lunches and need someplace cold to store them or a way to heat food up. As we don't have an employee lunch room on each floor, every department (other than Communications) has been traditionally provided with a basic microwave and small "dorm size" refrigerator, at a total cost of less than \$200 (which is not an expense that occurs every year). This gives employees the option of bringing in their lunches without having to order out or eating only non-perishable foods. Any appliances beyond that are the responsibility of the staff. After discussion it was determined that this expense will be reimbursed and that this question should be offered to the Budget Advisory Committee at the next budget round.

5. County Administrator's Report – Full report available for review upon request

6. Other

VI. Executive Session

Upon **motion** by Commissioner Hutton and second by Vice-chair Grose, the Board voted unanimously to enter **into executive session at 3:47 p.m. pursuant to Title 1, Chapter 13, Section 405, 6., D of the M.R.S.A. for the purpose of discussing union negotiations**

VII. Adjournment

Upon **motion** by Vice-Chair Grose and second by Commissioner Hutton, the Board voted by **unanimous acclamation to adjourn the meeting at 4:26 p.m.**

Respectfully Submitted,

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Mary Kay Blatz  
Assistant to the County Administrator