

**WALDO COUNTY COMMISSIONERS COURT SESSION
SEPTEMBER 1, 2011
(SPECIAL SESSION)**

PRESENT: Commissioners William D. Shorey – Chairman, and Amy R. Fowler. Commissioner Betty I. Johnson could not be present due to a serious family matter. Also present were Budget Committee member James Kenney and Deputy County Clerk Veronica Spear, with County Clerk Barbara L. Arseneau recording the minutes.

Call to Order: Commissioner Shorey called the meeting to order at 8:43 a.m.

REGISTRY OF DEEDS BUDGET 1065:

Present to review this budget with the Commissioners was Register of Deeds Deloris Page. D. Page thanked the Commissioners for approving the part time person for her office this summer. She didn't know what she would have done without this help.

D. Page said she'd like to start with a discussion on the photocopier request. She reported that the current machine is breaking down frequently and making poor copies. She has put off purchasing another but a replacement is now necessary. When asked, D. Page stated that the current machine is about four years old and copiers only last about three or four years.

A. Fowler asked why phone costs have increased. W. Shorey said he believed this was standard in all the departments.

D. Page said she guessed salaries would be discussed at a later date. She asked for the fourth Clerk position to be reinstated, with the explanation that one clerk is now doing the work of two, making it difficult to get things accomplished. Two full time positions and one part time position were cut during the past year. As a result, she cannot send anyone to EOC training. She explained that Maine is a "race to record" state. Deeds cannot be delayed until the next day but must be registered on the same day they are brought in. She also read a list of the duties of the Register of Deeds. Some of the jobs, in checking work, etc. require two people. She noted that a deed cannot go out until they are certain it is a perfect copy. Serving the public is time consuming and demanding. Even though the registry has computers, the work is only as good as the input. She noted which projects have been accomplished, including scanning from 1827, including scanning books from 1827 through 1900. Books are now in a smaller format, which is positive progress. The staff is also scanning deeds from the 1980's to get them on the Internet. She emphasized that she needs the fourth person to accomplish this work. She submitted copies of these duties to the County Commissioners.

W. Shorey said that the Commissioners were basically listening and gathering information and would be holding discussions during the September 6, 2011 court session and thanked her for meeting with them.

J. Kenney thanked D. Page for the good work being done and said that having the deeds online makes it much easier for the Town of Unity to get their own work done. D. Page noted that the Towns are not charged for using the online service.

REGISTRY OF PROBATE:

Present to review this budget request was Register of Probate Sharon Peavey. S. Peavey reported that the Contractual request is up \$2,310.00 over all. The Judge may wish to speak regarding approximately, as some of it pertains to her travel. S. Peavey explained that court security is working well.

S. Peavey requested \$300.00 in line 4635. There was a decrease for the copier and maintenance agreement, now that they know the actual costs.

Commodities has decreased by \$500.00. Records books were decreased by \$350.00. Now all sales receipts are being done through Quick Books and this eliminates the need for receipt books. Is also more efficient.

There are no new requests for Capital Outlay.

Now also present was Judge Susan Longley. The Judge noted that there are some years she can obtain scholarships and some she cannot. This year is one that she can get some scholarships.

S. Peavey spoke about the Personnel Services request. The recommended COLA increase of 3% was used as the basis. The Register's salary reflects the pay scale that was presented to the County Commissioners in the spring. A 3% increase was factored in for the Probate Clerks, as S. Peavey was not sure what the Commissioners will be doing with these positions now that they will no longer have union representation. She thought 3% was the logical place to start.

W. Shorey asked if there were any reclassifications adjustments made in these figures and was told no, but S. Peavey said she would like to come back on September 6, 2011 to make some additional recommendations.

A. Fowler said she recalled the pay scale presented during the Pay Scale Committee meetings and also recalled that there was a letter from the Judge of Probate discussing the salary request for her position. When asked, the Judge said she had tried to keep it "easy" at the 80%. She asked how the Commissioners would be approaching the Budget Committee. W. Shorey responded that what they would be focusing on is trying to get the entire budget to a figure that will be acceptable to the Budget Committee. Today they were interested in hearing the presentations from the departments.

J. Longley asked what the goal is. W. Shorey said he believed the goal for the Commissioners is to try to get to a 3% increase in the entire budget. There is no way to have a zero increased budget this year. Currently, the budget is at 7% approximately and he wasn't sure if that would be acceptable, although he noted that there was about an 18% increase over a three-year span during another Board of Commissioners' term.

J. Longley noted in the minutes that there are a lot of comparisons between other counties. On the point of the Pay Scale Committee, she said that she wished the minutes had reflected that she wasn't present only because she had not been included in the Department Head's list for the first meeting, but noted that she was included as an Elected Official thereafter.

D. Parkman said that, to the Judge's credit, Probate started collecting restitution. This year about \$1,700.00 has been collected. He asked if the \$12,000.00 in court appointments would continue to be enough, which it had appeared to be in recent years. S. Peavey replied, speaking for herself, that she

thought it was. As of July, a little over half had been spent. D. Parkman said at one time that line had not been funded sufficiently but he commended them for increasing it in recent years.

The Commissioners thanked the Judge and Register for coming in. S. Peavey asked when the Commissioners would be making final decisions on the budgets. Commissioner Shorey said they would probably be decided during the week of September 6th. She asked if she should still plan on coming in on September 13th to address other matters. W. Shorey said that some would not be finalized until the September 13, 2011 meeting and would consider her request then.

WCAP BUDGET:

Present to review this budget was Ed Murphy of Waldo Community Action Partners, who submitted material to Commissioners. E. Murphy described the past year as a “tough year.” He stated that there have been many changes, including the decision at the Federal level, that Maine should have a private broker brokering the medical trips, which he described as another bureaucratic layer. He explained that WCAP now has the opportunity to bid as a broker and hoped that another year they would be more financially stable. He put in the budget request at the same level as he has for years and years but explained that it has been a very busy year. The services numbered 101,000 trips and 2.38 million miles so far this year. He anticipates 112,000 total trips by the end of the year, which will be the most ever. He said he felt very fortunate this was funded at all Town levels except for Swanville, which did not fund any. E. Murphy concluded by noting that he’s dedicated his life to this work and has been doing so since he was 15 years old.

The Commissioners noted that this is an important service and thanked him for providing this service and for coming in to meet with them. E. Murphy explained that the Commissioners, through funding, also provide this service, along with the Towns. He reported that a new offer is in effect for free rides for community services, and reminded the Commissioners that everyone in the room is eligible to use this transportation.

U. of M. COOPERATIVE EXTENTION:

Present for this budget review was Richard Kersbergen. W. Shorey thanked R. Kersbergen for all his help with the Waldo County Garden Program. W. Shorey briefly related that R. Kersbergen had been very helpful in identifying that the strawberries plants in the garden as the type that grow all season, which explained all the blossoms and berries that were still coming.

R. Kersbergen thanked the County for the new roof that had been installed prior to Hurricane Irene, as he wasn’t sure the old roof would have held up. The Commissioners thanked R. Kersbergen for arranging to share in funding that project.

R. Kersbergen reported that there was an increase in salary request. Generally, their budget requests have decreased in prior years. He explained that, traditionally, the university picked up salary increases but has decided not to do that in their case. Typically, the County paid the initial salary and the university would fund any salary increase. Now they are asking the County to pay for the increase. He concluded by saying that costs have been traditionally low, and postage has actually been reduced.

The Commissioners thanked R. Kersbergen for meeting with them and for all his help with the garden. R. Kersbergen stated that the Waldo County Garden had far exceeded what he had anticipated.

EASTERN MAINE DEVELOPMENT CORP BUDGET 4716:

Due to being ahead of schedule and because the spokesperson for Eastern Maine Development Corporation was early, she was invited to come in and speak. Present with the Commissioners for this review was Janet Toth, who explained that she was filling in for Francesca DeSanctis but she has presented to other counties in the past.

J. Toth explained that there will be a huge payback for the County to fund the 2012 budget request for EMDC. Out of the Waldo Towns being serviced, at least one to two clients in each of those is looking for business counseling or potential lending. The amount of assistance provided in these is bringing in over \$49,000,000.00. In Waldo County, EMDC makes a big difference. It has partnered with Maine Department of Transportation to do the “corridor of planning” to take care of the work plan that has been put in place. The Town of Prospect has been assisted to renovate the Marsh School. As communities see the need to reuse community schools, ENDC assists with these projects. EMDC offers assistance in preparing grants for businesses. The “Tiger Two Project” is in the planning process. J. Toth explained that EMDC has to get on the schedule to make that planning and funding happen. Currently there are three active loans in Waldo County. The lending department is not in competition with any banks or funding institutions but is more of a “lending of last resort.” For those situations that don’t fit the bank’s concept, EMDC often provides “gap” funding to pick up the rest. This all comes down to jobs.

W. Shorey said that back a while ago, the County used to fund about \$3,500.00. He asked if the Towns participate in funding. J. Toth said that to her knowledge based on the last nine years, municipalities have not participated in the funding, but rather it is at the County level. When asked to repeat the figure brought in for Waldo County in projects and loans, J. Toth said government contracting was over \$49 million for Waldo County. In the “Tiger Two Program, it is stipend over a period of two years. J. Toth stated that EMDC is looking to be even much more aggressive in light of economic changes. Their progressive loan department is looking forward. Projects are being moved through much faster than in the past. When EMDC is approached, they look at the resources to see what they can provide and are reactive and proactive.

Commissioners thanked J. Toth for meeting with them.

WALDO COUNTY SOIL AND WATER (2035) BUDGET:

Present for this discussion was Kym Sanderson. She reported no changes in budget request from the previous year. “We are happy!” she stated. She reported that things are going along well and that there is a part-time educational coordinator that they are very pleased with. They work with both high school and grade school ages. She noted that they try to partner whenever they can to share expenses. 4-H Learning camp is one example of the partnership. Expenses are shared and “the teachers and kids just love it.” Things are going well and interest seems to be growing, however it will need to be kept to a size that will continue to fit Tanglewood by rotating the age groups.

Waldo County Soil & Water District is also trying to start up a new project with a few other districts for a local foods lunch program for the schools to educate students about where the food comes from and use local farmers to produce a “farmer’s lunch.” Funding was not obtained for this for this year, but they will continue to try for funding next year.

The Commissioners thanked K. Sanderson for meeting with them.

SHERIFF'S BUDGET (1075):

Present for this review was Sheriff Scott Story. He asked what the Commissioners had for questions. W. Shorey asked how the Sheriff could get by \$100,000.00 less. S. Story replied that this budget is driven by wages, for one thing. There are 6% in wages that are union contract related. Gasoline is the other factor. The price skyrocketed and furthermore, consumption this year has been higher because there hasn't been the usual employee turnover or officers at the academy, so the cars are running and calls for service are up 5% to 10%. The UCR auditor commented couldn't believe how busy they are.

S. Story noted that otherwise, the budget is really not up. Postage costs are coming down and since much of it is reimbursable, he was able to reduce that line.

S. Story stated that he is requesting three new cars, to be purchased in the spring of 2012. The three that will be replaced will have well over 100,000 miles on them and will become spares.

S. Story spoke about the Personnel line. He explained that the wages for the Sheriff, Chief Deputy, Administrative Assistants and Lieutenant are separate from union wages. He noted that he has not addressed the Administrative Assistants' wages as yet. Regarding the Sheriff, Chief Deputy and Lieutenant's wages, he based the wages on the pay scale presented to Commissioners with the levels paid being based on capped differences between what the Patrol Officers wages are. He explained that in recent years the Sheriff's salary was flat one year, and went backward another year with paying MEPEERS buyback and rise in health insurance.

W. Shorey stated that the only way to reduce the budget would be to reduce staff and cars and noted that the "zero budget can only go on so long."

S. Story said that the calls for service have increased and the office has been doing more with less money.

D. Parkman stated that the County must increase its LD 1 Tax Cap. He noted that there isn't enough money in the other departments to make up for the Sheriff's Office increase, so the Sheriff's Office would take the biggest hit if the budget is held too low. He stated that \$300,000.00 needs to be made up somewhere and that the County cannot continue to sustain this. He noted that the County also needs to get the Tax Cap back up to the 5.3 that it was at one time. He observed that many of the towns have exceeded their Caps. D. Parkman reaffirmed that the Sheriff's Office would take the largest hit.

W. Shorey recalled that the Searsport Police Department was over-budget so they asked the County Sheriff's Office to take their calls. S. Story said the State of Maine did the same thing recently and he informed them the Sheriff's Office could not fill that zone because the County doesn't have the money, either. He noted that he had to assign a detective to respond to one of the accidents this week. He stated that nobody is asking his department to do less; they are asking him to do more but without the additional funding.

S. Story explained that the contractual and commodities numbers are based on year-to-date appropriations back in July. This can change substantially by the fall when it reaches the Budget Committee and he hoped the Committee would keep this in mind.

The vehicle lease is the same for the Sheriff as last year. S. Story reported that fuel economy is about 25% better with the Dodge Chargers than the Crown Victoria's. He also reported that maintenance has been minimal and their overall performance is better. Even the seating is better for the Deputies with all the gear they have to wear.

The School Resource Officer position has been filled by former Deputy Gerald Lincoln. S. Story said he was holding the full-time position open for a bit to try and save money and also because he needs to fund an overlap between the current Chief Deputy and the new one coming in, so he was trying to accommodate for that additional cost.

The Commissioners thanked S. Story for meeting with them.

FACILITIES MANAGEMENT BUDGET (1030):

Present to review this budget was Facilities Manager Keith Nealley. Prior to discussing the budget request, K. Nealley asked to conduct some brief other business.

1. Constellation New Energy Contract: K. Nealley reported that the County has had a previous contract with this company but the cost will now go from 9 cents per kilowatt hour down to a little over 6 cents for the Jail and Sheriff's Office. The County has the opportunity to get reduced costs by contracting for the ten smaller accounts. The Commissioners agreed to sign the contract and commending K. Nealley for taking action to reduce electrical costs for the County.

FACILITIES BUDGET:

K. Nealley explained that the only problem area is the fuel. The current Facilities budget is overdrawn in the fuel line for Superior Court, and the heating season is not over. As a result, K. Nealley said he has increased the budget for 2012 at about \$3.50 per gallon. He noted that the budget for the University of Maine Cooperative Extension Office is also overdrawn. He hoped that once the Sheriff is in the new building, this will help in the future.

He briefly referenced the personnel lines and stated that they were based on the pay scale that had been submitted to the Commissioners in the spring.

Capital Outlay: \$8,000.00 has been requested for the District Courthouse. The Courthouse steps need to be redone on the parking lot side, as they are looking quite bad. K. Nealley has put together a quote for \$2,500.00 and also received a quote from Northeast Equipment for painting the exterior trim for \$5,500.00.

Communications Center lines: K. Nealley said he would like to put in an automatic door opener on the outside door to this building to comply with ADA regulations. The Communications Director has also requested that a partition wall be built to separate the Communications Directors' space from the station where Q and A work is done. This would cost about \$10,000.00. He further explained that there is only one restroom in that building and the floor is quite worn and the tile needs to be replaced. He has spoken previously with Commissioner Fowler about the office space. If there was any money left over in the 2011 budget, he might be able to do some of it with that. W. Shorey recommended holding onto those funds because they will likely be needed to cover overdrafts in the other departments. K. Nealley said he was aware of that, as this has happened in previous years, so he is mindful of what he spends; toward the end of the year, especially.

K. Nealley also reported that the Extension Office needs an area paved for the lower level for better handicap access there because training is conducted in the lower level, as well.

The total of all those requests is about \$30,000.00. Over-all, the budget increase is 18%. If the Capital Outlay is removed, it would be about a 5% increase. K. Nealley said he doesn't plug in any extra money anywhere, and he is getting a pretty good feel for the budget needs.

W. Shorey asked about the Courthouse Study. K. Nealley reported that Mark Wilcox of Winton Scott has come and "crawled around the buildings" in attics, etc., and actually is also back again today to do more measuring. A. Fowler wondered if they are looking at reconverting Superior Courthouses so that rent would not be charged, as District Courts pay rent according to statute.

K. Nealley said the Superior Courthouse is a beautiful building; strong and straight as an arrow, nothing that the structure is great. The mechanical systems, however, are not. He noted that the space study is still moving forward and he looks forward to see what the options may be.

K. Nealley reported that during Hurricane Irene, no shingles came off, but a lot of grit came off them onto the ground. He believes that those shingles will need to be replaced within the next few years.

D. Parkman said he recalled someone saying that all buildings in the historical district had to have a copper roof. K. Nealley said it was copper flashing that was required if the original building had it. The shingles can be changed.

W. Shorey asked A. Fowler if she could foresee consolidation of the courts in the future and she said she did foresee that. A. Fowler explained that the logical thing would be to hire more judges. Judges are being shared between counties. Perhaps if there were more judges to move the prisoners throughout the court system, and through the jail system, it would help. What's holding them back is the lack of judges. She noted it would take changes in laws to accomplish this, and added, "Desperate times call for desperate measures." She recommended better use of the IT system for the courts. She stated that the State is not likely to build any courthouses, but is looking toward regionalization. She agreed with K. Nealley that the Waldo County Superior Courthouse is magnificent and that many judges and lawyers really enjoy the privilege of practicing law there.

A. Fowler said that everything with the State is based on a zero-based budget; it is "what you can barely get by with." More and more responsibility is getting pushed off onto counties. She anticipated that the call-sharing with the State Police and County will dwindle. She also said that Deeds is the only revenue generator for the County. D. Parkman said that it is only 10% of the transfer tax that is kept, but the fees are higher revenue. A. Fowler noted that could change with the way things are going with legislation regarding Deeds fees.

A. Fowler asked if residents from the Maine Coastal Regional Reentry Center clean the Sheriff's Office and was told yes, on a daily basis. When asked, K. Nealley explained that there is nobody hired to clean the Sheriff's Office on a regular basis. He himself cleans the carpets and windows occasionally. There had been a thought of hiring a resident to clean so that things could be done on a regular basis. If there were people there working at the time it was being cleaned, the security concerns would be alleviated. To this, W. Shorey expressed concern that if this occurred, residents working in the garden might also want to be paid.

A. Fowler said that Penobscot County Jail does not pay for cleaning services. W. Shorey responded that he wasn't aware of how they were set up, but Waldo's circumstances were not conducive to that.

K. Nealley explained that part of the community service requirement for each resident is 4 hours per week. Furthermore, residents are often working in the garden in the summer and they don't have time to take care of the cleaning. K. Nealley said he has residents to mow the lawns, but he himself has had to do some of the cleaning up at the Sheriff's Office. Now, the resident that was doing the mowing has left and the other residents are not interested in mowing. He believed that it was good for the residents to do the things that they can. He and Facilities Manager Gary Daigle are busy doing maintenance that the residents can't do. He stated that it was frustrating to try and count on residents to do the work.

W. Shorey agreed that the residents "do move along" and that most of them get their community service out at the garden. K. Nealley said that occasionally there are residents who will ask to do more. One asked for a lawn mower and weed-whacker to clean up the recreational yard at the Reentry Center, but this kind of work ethic among the residents was "not the norm."

A. Fowler asked about 4890 –Maintenance/Monitoring and was told this is the new alarm system.

W. Shorey commended K. Nealley for his work with the State in obtaining funds to work on the courthouse buildings.

COMMUNICATIONS CENTER BUDGET (1076):

Present to review the budget was Communications Center Director Owen Smith. O. Smith stated that the Capital expense for firmware/software is something that he wanted to bring to the Commissioners attention, but acknowledged that it might not be able to be possible to do this coming year. He notified the Commissioners that the County could save about \$3,000.00 if they did it this year, adding that this "seriously needs to be handled soon." When asked by A. Fowler if it was planned for in Technology, he said no, the radio system has always been funded in his department. He noted that it wouldn't have fared any better in the Technology budget, as that as been held down over the years. He believed it was part of the Communications Center department and always would be as it is part of his operation.

Personnel Lines: O. Smith reported that the full-time line will increase. A number of people are due for five-year step increases, which is a substantial increase. If it were spread over several years, it wouldn't look so huge, but it isn't. The rest of the budget is pretty flat. The overtime and part-time costs are up. Printing is also up because the change of address to the Communications Center because of the new Sheriff's EOC Building means that all his stationery, envelopes, etc. have to change with the address change. The sign out front, he assumed, will need to be budgeted in the Facilities budget.

Supplies and maintenance are up because costs for purchasing continue to rise. Educational Stipends are lower due to a change in personnel. The big increases are related to personnel.

W. Shorey stated that during the next few weeks the Commissioners will be discussing wages, including part-time and overtime costs. W. Shorey said he would be meeting again with O. Smith to look at ideas for running the Comm. Center.

A. Fowler asked if anyone cleans the Communications Center and was told one lady comes in five nights per week for about an hour between 8:00 p.m. and 1:00 p.m. O. Smith said he had no complaints, adding that the new cleaner was an improvement over the previous. Also, occasionally a resident will come over and do a little cleaning.

EMERGENCY MANAGEMENT AGENCY BUDGET (1010):

Present for this budget review was EMA Director Dale Rowley. D. Rowley reported 81 customers in Palermo without power as a result of Hurricane Irene. J. Kenney noted that some in Unity were just getting power back yesterday and that it was a matter of trees falling due to wet ground and the roots couldn't hold. It was noted that those areas that had recently had trees cut away from the lines fared much better in terms of fewer power outages.

D. Rowley reminded the Commissioners that the Facilities Management budget takes care of the generators.

D. Rowley said his budget was down about \$880.00, but this did not factor in COLA's in the personnel lines, although pay steps were included. They have switched over to radio pagers, via a grant. Most of the towns had them anyway, so a lot of money was saved there. D. Rowley reported that he also found a cheaper conference call and system alert and was able to reduce the telephone budget. Postage has been reduced because so much is done via email. He stated that he was only requesting a little more for office supplies.

VEHICLE PROPOSAL: D. Rowley said he would like to acquire a staff car for EMA which would cost about \$20,000.00. He said he has already put in a request to the State for a 50% match, which would mean a reimbursement of \$10,000.00. The current vehicle is failing. He proposed using the LEPC/HazMat Reserve and reimburse it from savings in the travel expenses. A new car with better gas mileage would result in even more savings than the \$2,000.00 saved by using the current old former Jail cruiser. He proposed a Jeep that would allow traveling in bad weather. W. Shorey asked for clarification of the \$10,000.00 reimbursement. D. Rowley said that once bills are submitted, through the grant, 50% is reimbursed. W. Shorey wondered if leasing would be a better arrangement. Then, every three years, a newer vehicle would be leased. D. Rowley was not sure if leasing would work as well. The Commissioners agreed to give this some more thought.

TREASURER'S BUDGET (1025):

Treasurer David Parkman was present to review this budget with the Commissioners. He explained that the increase in personnel is just a pay step, with no COLA included. He also increased the Capital Outlay because it was underestimated for 2011 and was subsequently increased for 2012. He explained that it inadvertently was coded and posted to a different line and should have gone on that line. It is now being requested from the line it should be.

W. Shorey explained that the Commissioners have not approved the 3% COLA as yet.

AUDIT BUDGET (1090):

Treasurer David Parkman reviewed this budget request with the Commissioners. D. Parkman reported that the Auditor will be meeting with the Commissioners on September 13, 2011. He will be reviewing the Jail Audit the 13-15th. The Audit budget is the same as last year.

INTEREST BUDGET (2000):

Treasurer David Parkman reviewed this budget request with the Commissioners. He stated that the County will probably be borrowing more for the Jail this coming year. He has increased this amount to \$20,000.00. W. Shorey asked what was carried in the budget for this year. D. Parkman explained that the budget request had been reduced for 2011. He reported that \$240,000.00 was left in the T.A.N. (K. Trussell later corrected that number to \$140,000.00.) The Commissioners acknowledged that the Towns would be sending in their property taxes in the next few weeks, which would help. D. Parkman said he believed he would have to ask for a higher T.A.N. amount in 2012 because "this was cutting it a little too close." When asked what they were being charged for interest rate on the 2011 T.A.N., D. Parkman responded that it is 1.35%.

RESERVES BUDGET (2045):

Treasurer David Parkman reviewed this budget request. He stated that normally until last year, the Commissioners have asked the Budget Committee to fund the reserves. He said he had spoken with technology consultant Jim Arseneau earlier and would like to recommend asking for \$250,000.00 put in - \$130,000.00 to spend this year and another \$120,000.00 for next year. He added that Communications Director Owen Smith will need to ask for \$72,000.00 for radios. D. Parkman said he didn't know if that was part of the Technology budget or not. At a minimum, he believed the Commissioners should "shoot" for \$200,000.00.

W. Shorey said he went to Searsport's Town meeting and they appropriated about \$250,000.00 for reserves. Not once did he hear a single complaint. He asked if J. Kenney had reserves in Unity.

J. Kenney responded that Unity's surplus that has grown to about \$350,000.00. He explained that they were "reaching into it" as a result of special town meeting for \$30,000.00. Otherwise, it is collecting interest.

A. Fowler reported that Thorndike is building a Town Office with unappropriated funds.

D. Parkman commented that if surplus is used up in the beginning of each year there isn't any cash to start with. W. Shorey stated that with the County organization, \$500,000.00 in unappropriated funds is a bare minimum and \$750,000.00 would be better.

D. Parkman said that the Technology reserve had not been kept up and it needs to be funded without a doubt. He was not sure about Severance reserve; he thought that had been taken care of. He also wasn't sure about the Future Land and Buildings reserve. He noted that the Budget Committee chairman has a great amount of knowledge in technology and knows these things need to be kept up.

W. Shorey remarked that he could see half of the Budget Committee fainting if the Reserves came in with a 10% increase.

D. Parkman noted that the Sheriff is having to ask for \$100,000.00, the Communications Director needs to ask for \$72,000.00 and he stated that the CAP needs to be increased because the County lost about \$500,000.00 when it decreased. He recalled that the Communications Center was built, but the equipment had not been funded and had to be in the operating budget the first year it was built. He said he didn't believe the Budget Committee would argue with a budget that was up 5 or 6%. W. Shorey agreed that if the County tried to do a zero budget this year, decisions would have to be made as to which doors would be closed and which cars would stop running.

D. Parkman said that when he first came in and worked with Commissioners Hyk, Pease and Boetsch, there was money left over at the end of the years for funding reserves. That is not the case anymore.

W. Shorey noted that there have been large expenses related to union negotiations, which has eaten up County funds. D. Parkman said that as a result, the T.A.N. was getting used in January and February because there just isn't the cash flow. He noted that J. Pease had "preached" getting the reserves funded. He acknowledged that a lot of the reserves have been used to build the new Sheriff's/EOC building.

W. Shorey said that the County tried to increase the health insurance funding because they can't even properly build up that account and the Budget Committee cut it by \$65,000.00 regardless. He stated that when insurance experts are telling you that you need to build your fund up to a certain level in order to fund the self-funded insurance properly, you need to listen to that. It was noted that it is a struggle to keep it near \$400,000.00 when it is supposed to be built up to \$1,000,000.00.

D. Parkman said that he was presenting the need for funding in the Technology reserve for the Commissioners to think about, because it's a need.

W. Shorey said it is a major feat to build a building with reserve money and not incur any debt in this day and age. D. Parkman predicted that the way Waldo County is being funded, it is going to be put out of business. He stated that he has always been impressed with the employees in the County. He commented on the tiny size of the Commissioners/Treasurer's Office. He recalled the days that the Probate Registry was in a tiny little room with just little pathway's between the file cabinets and desks. The Probate Courtroom was so little you couldn't fit many people in there. He said that Deeds only has more room now because they took over the former Probate Registry and Court Space now that those have been moved to a larger space in the District Courthouse.

W. Shorey said that County Government is like an unwanted stepchild. J. Kenney agreed, noting that most people don't know what County does; they only associate it with the Sheriff's Office, and even at that, they don't appreciate what the Sheriff's Office is providing.

A. Fowler said there are over 400 municipalities and there are only 16 counties.

J. Kenney commented on the deplorable condition of people not being willing to work nowadays and the taxpayers who work are funding the lives of those people.

D. Parkman said that when the Jails were consolidated, 40% of County government responsibility went with it. He observed that with the exception of the New England counties, the counties in the other states serve citizens for all the services. "Counties [in New England] are a weak system," he stated.

TIME & TIDE RC & D BUDGET (1080-4718):

Present with the Commissioners to review this budget request was Mr. Vance Wells. V. Wells submitted the Time & Tide Budget Analysis 2012 For County Requests.

V. Wells reported that the U.S.D.A. has abandoned Time & Tide. Time & Tide can go as a separate entity and are looking into that and trying to accomplish this. Their program since May has been dedicated to getting reorganized. They were "kicked out" of the facilities and are going to have to do

things are their own. In actuality, ultimately this might be beneficial in the future because “while the USDA has fine ideas, they can take up a lot time with red tape.”

W. Shorey said he had a question. He observed that Time & Tide’s liability insurance costs looked extremely high at \$2,500.00. V. Wells said that this is, apparently, the past history and probably something that was demanded by the USDA. He wasn’t sure about that. W. Shorey explained that his own business, which is part of a high risk business, with coverage that has to be \$1,000,000.00 only costs about \$740.00. He agreed that it might be possible that the government had demanded it.

A. Fowler asked where the office is now. V. Wells said they have things in storage and are searching for an office. There may be space that can be sublet. They are searching still at this point. He stated that there are five (5) resource and development groups in the state and they will hope to combine with them. V. Wells lamented that a big loss to Time & Tide was Ron DesRosiers, as he was removed from the RC & D Program and is still part of the USDA.

W. Shorey said he believed that the Commissioners had all the information they needed at this point.

V. Wells said that he recalled when he met with the Commissioners a few years ago, he was asked about land for a garden. He thought that a community garden would be a good idea for indigent people, but felt that they should contribute to the upkeep. If they accomplished something, it might help them feel positively about themselves and get them moving toward a working environment.

W. Shorey said that the County is already in its second year of growing produce for local soup kitchens, etc. on property that it is leasing. V. Wells stated that if the Commissioners wanted to speak with him more on this topic in the future, he would be pleased to do so.

DISTRICT ATTORNEY’S BUDGET (1015):

Present for reviewing this budget request was District Attorney Geoffrey Rushlau and Deputy District Attorney Eric Walker.

G. Rushlau said that this budget is virtually the same as last year with the exception of the personnel figures.

A. Fowler asked about the increase in the Consulting/Professional Services line and whether or not this was driven by the Randall Hofland case. G. Rushlau described that case as being similar to a “hundred year flood” and hoped there would not be another case like this occurring again any time soon.

Regarding the consulting on the case management system, G. Rushlau explained that E. Walker is on the Prosecution Technology Team. He explained that District Attorney’s are going through a transition from hiring an outside contractor and going with a full-time employee. The first attempt at that resulted in a resignation, and a new one has been hired. It became apparent that the pay needed to be increased before the next candidate was found.

W. Shorey asked if COLA’s were included and was told that he believed so, but was not sure how much.

G. Rushlau informed the Commissioners that the office needs to purchase a new small refrigerator as the current one is working very poorly.

Regarding Witness Fees, G. Rushlau explained that the County will be responsible to pay those.

E. Walker explained that one Judge has allowed witnesses to be on call and not bring them in until 11:00 or 11:30 a.m. When asked, this does not apply to Deputies because of the way their contract is written. W. Shorey concurred. E. Walker further explained that there is a \$50.00 reimbursement that is paid to the County for Deputies who have signed in as witnesses. The Commissioners asked Deputy Treasurer K. Trussell to come in. There was brief discussion about this process. It did not appear that this reimbursement had been coming through, as K. Trussell was unfamiliar with it, but she contacted the Sheriff's Office and learned that some of the money coming down to the Treasurer's Office was for this type of reimbursement. She demonstrated with a check that had just been turned in.

G. Rushlau stated that he had increased the office supply line to include bottled water for staff and visitors, as he was aware that there is bottled water in some of the other County facilities. He felt that this was very beneficial to the employees.

Last week he learned that they will need to apply a firewall for each County to support whatever system they will be using to communicate. This may need to be funded in the Capital Outlay. He did not believe this fell under the Technology budget because it was a special item related only to his department.

There was brief discussion about the future of those employees in the District Attorney's Office that were part of the union that has just been disclaimed. It was acknowledged that this was a very rare situation to deal with.

TECHNOLOGY BUDGET (1020-7000, 7100, 7101 and 7102):

Present with the Commissioners to review the Technology Budget was technology consultant James Arseneau.

J. Arseneau informed the Commissioners that the 2012 budget request is actually 4% lower than this year (2011) and 7% lower than 2010.

J. Arseneau acknowledged that there was a typographical error; it is supposed to be the 2012 Budget, not 2011. He reviewed the decreases in some of the accounts. The Spillman patch line was reduced because patches were not as prevalent.

Leases will stay the same. In March 2013, two leases will be finished.

Maintenance Contracts: Telephone contract stayed pretty much the same. In 2013, the County will be charged maintenance fees. Up to this point it was fixed at \$29,000 per year and included in the lease. Once past the warranty period in 2013, this will have to be increased.

A. Fowler asked why the Sun Hardware had increased so much. J. Arseneau responded that because the County extends how long it goes before upgrading, when it does go to an upgrade, the cost is greater to deal with the differences in compatibility.

J. Arseneau explained that Firewalls stayed pretty much the same. This coming year, the County does not have to pay for ESRI, which is used by EMA (GIS and EOC) and Communications. He reported there is a new warranty for the Citrix Access Gateway (a network device) and RSA device for law enforcement, which is required by the State. ICON (Probate document storage software) costs have also gone down.

Only five laptops are warranted because the County laptops can't be refreshed yet. Once the refresh is done, the County won't have to pay for that.

W. Shorey said he recalled J. Arseneau telling the Commissioners that the County was due for a large changing out of the equipment. J. Arseneau said that the servers should have been changed in 2011. He didn't bring it up last year because the environment was such that it wouldn't have even been entertained. He reported that he is replacing hard drives on a fairly regular basis because of the age of the computers. He explained that the PC's should be done next year. It will be about \$150,000.00 including licenses and software, to change out the PC's and laptops. J. Arseneau commented that the County will likely need to utilize some sort of lease to do some of the work.

A. Fowler explained that there was a plan established initially, and J. Arseneau confirmed this, stating that \$60,000.00 was supposed to be budgeted in the Reserve each year, but that has not been able to be done. It was noted that Budget Committee Member Bill Sneed served on that Technology Committee and also made that recommendation.

W. Shorey shared his disappointment that when the County was already \$500,000.00 under the CAP, why the Committee did not see the need to fund the Technology Reserve.

A. Fowler said the same had occurred with the health insurance study committee's recommendations.

W. Shorey asked for a worst case scenario of when things need to be replaced.

J. Arseneau explained as follows: Regarding the PCs, it would cost about \$150,000.00 for labor and materials, which includes the approximate 70 machines. Laptops cost more. The Tough Books laptops are about \$5,000.00, but all but the Sheriff's laptop have been obtained by grant funds, thanks to the Sheriff filing all his UCR reports. J. Arseneau explained that it was too late to do it this year. Ultimately, if it could be done in 2012, that would be great. With a lease, the process could be started anytime, but the lease payment would have to be budgeted, which would come out of the Commissioners' Budget.

He spoke about the Disaster Recovery that he had discussed with the Commissioners a few weeks prior. He explained that if a server fails, it would automatically flip over to the "virtual" environment. To do that would also be about \$120,000.00. He recalled being asked about that by a budget Committee member last year. J. Arseneau explained there is some redundancy at the Communications Center. There is a secondary back-up machine. There are two Citrix machines, so if one went down, the other could be used.

A. Fowler asked if Communications Director Owen Smith's request for new radios was included in the Technology budget and was told no, this is a budget-specific item just like the cameras in the Sheriff's cruisers.

W. Shorey asked if money was put aside for switching out in five years. J. Arseneau explained that the County couldn't get \$60,000.00 funded, so that is why it doesn't work.

J. Kenney noted that nobody could turn back the clock. He wondered what would be the sharp discussion point that would convince the Budget Committee of these needs. He stated that he believed that things should be budgeted ahead. He recommended not going back to say what had been recommended 10 years ago. He was told that two boards of Commissioners had asked every year and it still wasn't funded.

J. Arseneau explained that the Commissioners have always approached the Budget Committee members and some have said, "I don't have a PC at home so the County employees don't need one on their desk."

J. Kenney said he understood that the Budget Committee has been saying, "No, no, no." He thought that everyone needs to "be on the same page" to reach the goal.

J. Arseneau said that the Technology budget was held - with no discussion allowed - at \$205,000.00 for several years because the Budget Committee wasn't pleased that a new CAD system was implemented.

W. Shorey said he agreed that the needs must be made known. It is the County's responsibility to say that these things MUST be done.

J. Arseneau said he would get updated quotes for the PC's and servers so that there would be hard numbers. The good news was that the Jail consolidation allowed the County to budget each year and put the money aside for when those PC's need to be refreshed. Unfortunately, this hasn't been done on the County side.

J. Arseneau explained that some years back, a lease was obtained through Government Capital at about 4%, as he recalled. He clarified that it was not the whole budget committee that was not in favor of it - some were, but they were overruled by the others.

J. Kenney said that maybe the statement needs to be simpler. Show that's its right and demonstrate why. He recommended that the Commissioners not walk away from it.

W. Shorey agreed that what is right is the County should be run so that it is in the 21st Century and able to run properly.

It was noted that what is left in the Technology Reserve right now is already earmarked to pay for the cuts made in the 7100 budget and also for the new EOC/Sheriff's Building.

J. Kenney said that at all times the citizens should be getting a return for every dollar spent and stated that he believed the citizens were well served by the current board of Commissioners. He felt that people should not be talking about yesterday but should be talking about today and tomorrow.

W. Shorey recalled that when the Commissioners voted to oppose the legislative bill that would change the Budget Committee's role, he had told those present, including Kathy Littlefield, that the Commissioners would do so with the understanding that at budget time there would be good

discussion and not just mindless cutting of budgets with no thought or explanation. Kathy Littlefield had agreed with this sentiment and also agreed that money needs to be planned and set aside so that budget years aren't being started out so low that the T.A.N. loan has to be borrowed almost immediately.

The Commissioners said they would like to discuss more with the J. Arseneau later in order to come up with a proposal.

COMMISSIONERS BUDGET (1020):

Present for this budget review were County Clerk Barbara Arseneau and Deputy County Clerk Veronica Spear. B. Arseneau presented the Commissioners budget as a "jumping off point" for the Commissioners and that she understood they should make changes as needed. Some of the major increases were related to mileage, which is overdrawn now, advertising being overdrawn, etc. She said that the personnel lines were figured based on what had been recommended to the Commissioners in the spring as a result of the Pay Scale Committee.

A. Fowler felt it made no sense to have assigned mileage reimbursement amounts to individual commissioners because it would not always be known if a commissioner might end up serving on a committee.

W. Shorey respectfully disagreed. He said he felt it was an attempt to provide an accurate budget based on the circumstances and he took the lowest allocation since he lives the closest to the office.

B. Arseneau said she did not believe the system of figuring out mileage reimbursement was "broken", that it just needed to be adjusted to fit the reality of what was being used.

V. Spear noted that figures to allow for travel to and from office as chairman was also not factored into the 2011 budget, and W. Shorey stated his recollection that the Budget Committee had cut it.

B. Arseneau stated that there were several lines that showed an increase due to Commissioner Shorey's interest in sending one Commissioner to the NACo conference annually, starting in 2012. W. Shorey spoke about his recent trip with Sheriff Story to the 2011 NACo Conference held in Portland, Oregon, explaining that he visited with incoming President of NACo. Next year it will be held in Pittsburgh Pennsylvania. He felt that Commissioner Fowler, with her seniority, should go this coming year and emphasized the important of attending this event.

The Commissioners discussed MCCA dues and A. Fowler said she did not believe dues would go up for 2012. There was brief discussion on MCCA liability insurance. W. Shorey asked why it was overdrawn this year, and B. Arseneau explained that it had been cut. When asked how she obtained the figures this year, she stated that she had contacted Malcolm Ulmer of the MCCA Risk Pool and received an estimate from him.

2040 RECORDS PRESERVATION BUDGET:

B. Arseneau reminded the Commissioners that the Budget Committee wanted records preservation to come out of the reserve rather than from an operating budget.

2050 GRANT WRITING BUDGET:

B. Arseneau reminded the Commissioners that they no longer wished to fund this operating budget. A. Fowler felt department heads should take pride in their work and seek grants themselves, noting that the EMA Director and Sheriff regularly obtain grant funds. It was noted that some of these grants are relatively easy to locate and apply for whereas that was not the case for non-emergency departments.

EMPLOYEE BENEFITS BUDGET (2025):

Deputy Treasurer Karen Trussell and County Barbara Arseneau reviewed this budget with the Commissioners.

Health Insurance line: There was brief discussion of asking again for the amount initially requested for 2011 but was cut by the Budget Committee. W. Shorey felt that it might be a good idea to put it back at the previous years' request to try and gain a little in the balance of the account. This figure would allow the fund account to build slowly and moderately while covering the premiums. K. Trussell explained that Human Resources/Payroll Director Michelle Wadsworth had prepared a spreadsheet detailing the reasons for this request and this should be reviewed later when it could be located. Commissioner Shorey felt that it likely was the case that the County had assessed correctly what they needed, because the amount of the balance was about the same as it has been.

A. Fowler recalled that the County was self-funding because the County had followed the recommendation of the Budget Committee to find a solution to the constant increases. The County found a great deal and it is working well and saving money. It was still at cost levels of 2007-2008. A. Fowler agreed with asking for what had been requested for 2011.

J. Kenney thought the costs related to running the plan this year should be made known. K. Trussell looked up the costs so far and reported that \$454,168.68 had been brought in but the County paid out \$544,251.37 so far. The amount that was cut would have covered that. When asked, K. Trussell explained that it costs \$17,000.00-plus a month to administrate the plan. What has been paid out includes what it costs to manage the plan. W. Shorey noted again, that if the funding had not been cut, the plan balance would have been gaining as it was planned for and should be.

J. Kenney also felt that it might be good to have Insurance Administrator Malcolm Ulmer in and speak to this.

MINUTES APPROVED:

****W. Shorey moved, A. Fowler seconded to approve the minutes from the July 12, 2011 and August 2, 2011 Commissioners Court Sessions. Passed by two.**

NEXT COURT SESSION:

The next Commissioners Court Session is a special session scheduled on September 6, 2011, which was postponed from September 2, 2011 so that Commissioner Johnson could be present.

****B. Johnson moved, W. Shorey seconded to adjourn the Court Session at 3:25 p.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*

Waldo County Clerk