

**WALDO COUNTY COMMISSIONERS COURT SESSION
SEPTEMBER 8, 2016**

PRESENT: Commissioners William D. Shorey (Chairman), Amy R. Fowler and Betty I. Johnson. Also present was County Clerk Barbara Arseneau to take minutes.

Call to Order: Commissioner Shorey called the court session to order at 9:00 a.m.

TREASURER'S REPORT:

Present with the Commissioners were Treasurer David Parkman and Deputy Treasurer Karen Trussell. D. Parkman reported that the total 2016 budget was 66% expended.

County Checking Account Balance: \$25,686.11.

Corrections Checking Account Balance: \$262,764.41.

Tax Anticipation Note:

K. Trussell explained that the County had to borrow \$100,000.00 from the TAN this week to cover payroll and the accounts payable warrant.

Borrowed to Date: \$3,550,000.00.

Unused: \$950,000.00.

D. Parkman recommended keeping the TAN amount the same for the 2017 budget.

PROPERTY TAXES RECEIVED:

K. Trussell reported that the Town of Troy has submitted their property taxes for the year.

County Appropriations:

The County budget is 66% expended. It could be 71% at this time of year.

County Revenue:

County revenue received is 84.85%.

Corrections Appropriations:

The Jail budget is 70% expended, but would ordinarily be 71%.

Corrections Revenue:

Corrections revenue received is 101.85%.

****B. Johnson moved, A. Fowler seconded to file the Treasurer's Report. Unanimous.**

WARRANTS:

****B. Johnson moved, A. Fowler seconded to authorize payment of the August 26, 2016 General Fund Accounts Payable warrant and August 25, 2016 payroll in the amount of \$202,133.68. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the August 26, 2016 Capital & Restricted Reserve warrant in the amount of \$46,252.17. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the August 26, 2016 Reentry Accounts Payable warrant and August 25, 2016 payroll in the amount of \$106,783.18. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the August 26, 2016 MCRRC Restricted Reserve warrant in the amount of \$7,244.91. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the September 8, 2016 General Fund Accounts Payable warrant and September 8, 2016 payroll in the amount of \$227,883.11. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the September 8, 2016 Capital & Restricted Reserve warrant in the amount of \$16,462.32. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the September 8, 2016 Reentry Accounts Payable warrant and September 8, 2016 payroll in the amount of \$40,133.90. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the September 8, 2016 MCRRC Restricted Reserve warrant in the amount of \$1,547.78. Unanimous.**

MCCA CONVENTION PLANNING:

D. Parkman brought up an idea related to Waldo County hosting the next annual MCCA Convention in 2017. He suggested inviting Islesboro to be involved in taking people on cruises around the island. There would need to be discussion on the logistics of taking the ferry. The Commissioners thought that this was a great idea and perhaps there could be done something on the beach such as a clambake.

INVOICES FOR IAmResponding (IAR) related work:

B. Arseneau explained that the invoices related to costs for IAR. Initially it was estimated at \$6000.00 to complete this work but actual invoices had totaled \$8,850.00. The Commissioners inquired about why the cost was higher. B. Arseneau said she was not sure of the details but they could ask Technology Consultant James Arseneau when he met with them later in the morning.

****B. Johnson moved, A. Fowler seconded to authorize payment of the remaining invoices for I Am Responding-related work. Unanimous.**

FACILITIES REPORT:

Present with the Commissioners was Facilities Manager Keith Nealley, who reported the following:

1. Jail Elevator: K. Nealley said that after some discussion, the Commissioners has authorized going ahead with the elevator work, but no there was no discussion of how to fund it.

****A. Fowler moved, B. Johnson seconded to rescind an earlier motion to put \$100,000.00 from undesignated funds to Facilities, All Other and to put it the MCRRC Capital Improvement Reserve for this purpose. Unanimous.**

2. Estimates for Tree Work at the District Courthouse parking lot: K. Nealley reported that he had been able to obtain one more estimate for cutting trees in addition to the original estimate from Bragg's Tree Care. These estimates are to remove 6 trees and prune 3 trees.

- Bragg's Tree Care - \$5,000.00.
- Timbercliff Tree Care- \$8.1010.00

****A. Fowler moved, B. Johnson award the bid to Bragg's Tree Care for \$5,000.00. Unanimous.**

3. K. Nealley spoke briefly about replacing the generator at the Communications Center and the value of the old generator. He said he had another quote coming to replace the generator and would get back to the Commissioners.

4. The new employee performance evaluation that the Commissioners approved for his department has proven to be a useful tool to operate Facilities Management.

AGING WELL IN WALDO COUNTY PROGRAM:

Present with the County Commissioners was Wendy Kasten, filling in for Samantha Paradise who had to work today. W. Kasten informed the Commissioners that she was hired into the Public Nurse position in Belfast, and with her degree in public health, she has started some initiatives. One is "Aging Well in Waldo", an informal entity at the moment. She submitted some information to the Commissioners.

There was some discussion of whether or not it was too large a venture to go beyond Belfast into the rest of the County and it was noted that some members of the initiative are from outside Belfast. The goal of this initiative is to conduct an assessment County-wide to find out strengths and needs of older adults and to formulate a plan on what has been addressed, what needs to be addressed, and how to address it. The group has hosted representatives from AARP Maine. The goals are to seek "Age-Friendly" status from AARP, to apply for a grant from Maine AARP to fund an assessment process, to finalize, administer, analyze and publicize findings of the assessment survey, and apply for other grants to address critical needs areas for the seniors of Waldo County. W. Kasten remarked that it was noteworthy that 19 of the 90 AARP recipients are in Maine. She is in the process of writing an assessment, which is coming along very well. They have the grant-writer from the hospital working on this grant, and if awarded, it will fund the cost of the survey.

Also now present was Cary and Happy Bradford, and Jennifer Hill, who also added comments regarding the mission and goals associated with "Aging Well in Waldo County".

Many other communities are finding that most of the folks in the 60's are doing a lot of the driving and work with older seniors. W. Kasten mentioned that she also co-chairs the Senior College. She submitted a page of domains that need to be addressed.

Social input and transportation can be big problems in rural communities. Jennifer Hill advocated for all of Waldo County. There will be a lot of collaborating with such organizations as Triad, etc.

The group acknowledged that many people do not know what is available to seniors.

When the Commissioners expressed support and asked what the group was looking from the Board of County Commissioners, W. Kasten responded that “Aging Well in Waldo County” would need a letter of support for the AARP grant. Belfast is starting a letter of support. The Waldo County Commissioners said that if needed, they would ask for a letter template but preferred to draft one of their own and will send it to Samantha Paradis. They will also with Kathy Littlefield about this group.

The goal is that a representative from each Town will become involved eventually. Currently there is no board but 12 to 40 people come to the meetings they have had so far.

Happy Bradford explained that they are not really a board at this point, and explained that she and her husband have the time to spend on this initiative. B. Johnson said she might be interested in serving on a future board of directors.

W. Kasten explained that the point is that this is a Maine-oriented program by Mainers for Mainers – not people who have come from out of state and are trying to change things for locals.

After a survey has been sent out, then they will meet with various small groups in the towns and “plant seeds”.

The group has studied assessments created by Harpswell, Brunswick, Bucksport, etc. and are developing a survey geared to Waldo County. They are looking for input.

They were pleased to report that they already had a publicity committee and the word is already out about this group.

2017 TECHNOLOGY REVIEW:

Present with the County Commissioners was Technology Consultant James Arseneau.

1. J. Arseneau submitted the details for the Waldo County Technology budget for 2017. He noted that he it was his understanding that both the Jail and County budgets are now merged with the Board of Corrections dissolving. He reviewed the changes in costs due to merging the Jail portions back into the Technology budget, and reviewed other technology documentation with the Commissioners.

There was some discussion of reductions that could be made to help keep the budget down. J. Arseneau and the Commissioners looked at the individual lines and reduced the following:

- Computer Support (All Departments) – reduced from \$45,000.00 to \$40,000.00 (\$5,000.00 reduction.)

- Wireless Data Cards for Sheriff, EMA, Communications and Commissioners – reduced \$12,400.00 to \$10,400.00 (\$2,000.00 reduction.)
- Wide Area Network – reduced from \$14,370.00 to \$12,270.00 (\$2,000.00 reduction.)
- ProQA Fire Protocol Installation – reduced from \$4,500.00 to \$4,300.00 (\$2,000.00 reduction.)
- ARCview Maintenance Contract: Reduced \$2,000.00 to \$800.00 (\$1,200.00 reduction.)

2. J. Arseneau informed the Commissioners that there was a virus that tried to get into the County's computer system but, fortunately, the virus filter caught it. It changed the home page on a number of the employees' machines.

To avoid further issues, J. Arseneau recommended that Human Resources go around, meet with each department, and review what they can do and what they can't do with technology equipment.

It was also noted that the incidental use of the computers continues to cause problems and some employees are still not complying with the memos. B. Arseneau noted that incidental use is allowed in at least one of the three union contracts and even in the Employee Handbook. She recommended it be changed in order for the employees no longer be allowed to use the work computers for anything other than work; otherwise, the Department Heads would have no leg to stand on when issuing discipline.

The Commissioners discussed the need to identify and deal with the offending employees. After further discussion, the Commissioners decided the following:

A memo will be sent advising that improper use is going on and corrective action will take place from now on.

3. Telephone Service Contract:

J. Arseneau briefly reviewed the new Fairpoint Contract Centrex Plus/fairpak telephone service Contract for 2016-2019. The Commissioners signed the contract.

4. Explanation for increase in Cost for I Am Responding (IAR):

J. Arseneau explained that many of the users did not know how to do things and the parsing requests were so varied. He recommended it be standardized to help when troubleshooting is needed. More assistance was needed to set this all up; hence, the additional cost.

SHERIFF'S REPORT:

Present with the Commissioners was Sheriff Jeffrey Trafton and Chief Deputy Jason Trundy. J. Trafton reported that he had received an email a few weeks ago, that Waldo County was selected to fund a Domestic Violence Officer. It is fully funded in the amount of \$86,000.00. The Commissioners were very pleased.

J. Trafton stated that because of this grant funding, he will make the reduction in his 2017 budget. They would like to get the position posted as soon as possible so that when the funding is in place, it

can move forward. Funding should be available in October. If there is a promotion from within, then there will be an open position. He will then need to fill that position.

SPIRIT OF AMERICA NOMINATION:

B. Arseneau reviewed the process for nominating honorees.

After brief discussion the Commissioners voted as follows:

****A. Fowler moved, B. Johnson seconded to give the Spirit of America award to David A. Parkman for the many years of service for the County of Waldo as Treasurer, serving on various county committees, attending town meetings and representing the County well. Unanimous.**

CORRESPONDENCE:

Present to report correspondence was County Clerk Barbara Arseneau as follows:

1. Maine Municipal Association sent a dividend check to Waldo County as a member for Workers Compensation in the amount of \$2,771.00
2. Lauren Haven at Maine County Commissioners Association had reported that two weekends in October are available at Point Lookout in Northport to host the County Convention in 2017. The first was Columbus Day weekend and the second was October 13-15, 2016. The Waldo County Commissioners opted for the seconded weekend, as they believed attendance would be better. B. Arseneau was to notify Lauren.

APPROVAL OF MINUTES:

B. Arseneau requested that the Commissioners approve the minutes from the August 25, 2016 Waldo County Commissioners Court Session as presented.

****B. Johnson moved, A. Fowler seconded to approve the minutes for the August 25, 2016 Waldo County Commissioners Court Session as presented. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. Commissioner Johnson will be serving on Jury Duty in early October.

NEXT COMMISSIONERS COURT SESSION:

The next regular Commissioners Court Session is scheduled for TUESDAY, September 20, 2016 starting at 8:00 a.m. in the Waldo County Commissioners Conference Room.

****A. Fowler moved, B. Johnson seconded to adjourn the court session at 11:30 a.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*
Waldo County Clerk