

**WALDO COUNTY COMMISSIONERS COURT SESSION
NOVEMBER 2, 2017**

PRESENT: Commissioners William D. Shorey (Chairman), Amy R. Fowler, and Betty I. Johnson. Also present was County Clerk Barbara L. Arseneau and Assistant Clerk Lynn Patten 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 was Deputy Treasurer Karen Trussell, who reported the following: Tax money has started coming in. A. Fowler noted that 3/4ths of these towns were from her district.

The County Checkbook balance is \$1,155,942.98.

The Jail Checkbook balance is \$893,517.87.

County Appropriations:

81% of the budget has been expended and it could be 83% at this time of year.

County Revenue:

95.40% of the 2017 County revenue has been received.

Corrections Appropriations:

88% of budget has been expended and should be 83% expended, keeping in mind that Two Bridges contract was recently paid.

Corrections Revenue:

117.80% of the 2017 Corrections revenue has been received.

****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 October 27, 2017 General Fund Accounts Payable warrant including the October 19, 2017 payroll in the amount of \$1,570,237.39. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the October 27, 2017 Capital, Active & Restricted Reserve warrant in the amount of \$15,552.36. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the October 27, 2017 Reentry Accounts Payable warrant including October 19, 2017 payroll in the amount of \$121,034.94. Unanimous.**

****B. Johnson moved, A. Fowler seconded to authorize payment of the October 27, 2017 MCRRC Restricted Reserve in the amount of \$29,964.71. Unanimous.**

FACILITIES REPORT:

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

1. Storm-related power outage on Monday, October 30, 2017: K. Nealley reported that the Communication Center, Jail, and Public Safety Building were out from 10:00 p.m. to 10:00 p.m.; however the generator worked fine. They shut the elevator down in the jail because it draws too much energy. The District Courthouse was also without power for a short period of time.
2. Facilities Technician Gary Daigle has been checking the towers. As of today, power was still out at Aborn and the generator was running low on fuel; however they will have fuel delivered today. Stockton Springs is still out as well. All is going good at that location with the generator.
3. EMA Director Dale Rowley took a generator to Windy Hill Tower, has been checking on it and keeping it fueled every morning on his way in to work, and each night when he goes home.
4. D. Rowley spoke with Dennis Frye to complete the walls in the Old Jail. D. Rowley is getting the materials and K. Nealley will have some of the residents to assist with the work as well. K. Nealley said he would also help as needed. Work should be completed between Thanksgiving and the third week of December.
5. Sundog Solar has completed the hot water system at the Jail. It will work out really well. At 1:00 p.m., K. Nealley will do a walk through with Sundog and get full instructions on how to run everything. It has taken a while to get it up and running because the company has been busy. Sundog is a bigger company then K. Nealley initially thought; however they have been easy to work with and whenever he needs to call them, they are readily available.
6. K. Nealley performed an analysis on the heat pumps and their electricity usage and is happy to report that less electricity was used in September than expected, as well as in August. Because it has been such a warm fall, the air conditioning was used more than normal and there was still a reduction; in part because the individual fans aren't being used any longer because the cool air flows around better than in the past.

COMMUNICATIONS CENTER NEW HIRE & REVIEW OF S. LIBERTY TOWER LEASE:

Present was Communications Director Owen Smith.

There was brief discussion about how well union negotiations went with the Communications Center. It was a pleasant conversation with some give and take; all seemed happy with the end result.

1. **NEW HIRE:** O. Smith recommended hiring Rebecca Brown to fill the open floater position with a start date of November 6, 2017, at the starting pay of \$16.54 per hour.

On November 6, 2017, a dispatcher will be returning from maternity leave. Another dispatcher is currently having chemotherapy and is only able to work a couple of days a week. They will be losing another dispatcher to maternity leave in January.

****A. Fowler moved, B. Johnson seconded to hire Rebecca Brown to fill the vacant floater position starting November 6, 2017, at the starting pay of \$16.54 per hour. Unanimous.**

2. South Liberty Tower Lease: The South Liberty Tower Lease is expiring and; the new lease is for 5 years with no increase in price. The reason for the new contract is that the property has recently been sold; however the new lease will be honored by new owner.

****B. Johnson moved, A. Fowler seconded to re-sign the South Liberty tower agreement with Spruce Mountain Tower Corp. for the County to put equipment on. Unanimous.**

3. O. Smith gave a report on Monday's storm. It was extremely busy at the Communications Center with a very large call volume.

4. O. Smith informed the Commissioners of the need to purchase a standby generator for Windy Hill Tower in Frankfort. They have lost power frequently and after Monday's storm, a generator on site is really a necessity, as it is a primary site for Frankfort. It doesn't need a lot of power; it just requires something similar to what is at Stockton's location. A. Fowler asked what the set-up cost would be including the propane. O. Smith said he could get K. Nealley to help with the information; however he believes one can be obtained for approximately \$6,000.00 to \$7,000.00.

****A. Fowler moved, B. Johnson seconded to approve the purchase up to \$7,000.00 for a standby generator with assistance of K. Nealley; to be paid from Facilities, All Other. Unanimous.**

5. Brief discussion of possibly purchasing new scheduling software for the Communications Center. Mike Larrivee will be coming in to address that later in the Court Session.

TECHNOLOGY REPORT & PREA AND CAMERA NEEDS:

Present was Technology Consultant Jim Arseneau.

J. Arseneau informed the Commissioners that that the County has received quote from Seacoast for cameras at jail. It's another recording unit that supports 16 cameras for 12 locations that were identified to be needed by PREA to receive certification. The Commissioners asked if there was any money left in the jail account. J. Arseneau believes there is extra money there, however Jail Administrator Raymond Porter and Detention Manager Robert Walker need to say how the CCA money could be used. R. Porter will be at the next Commissioners' court session with that information.

He noted that the two years' worth of upgrade funding that should have been put into the Jail budget is missing and that would have been enough to pay for it; only the year-to-year expenses were budgeted for.

He thanked the Commissioners for their time.

CORRESPONDENCE:

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

1. Last week the County received the renewal of the Lincolnville Telephone Contract for the fiber connection, which the Commissioners had reviewed by email, but needs to be signed. It is \$50.00 less per month than the last contract.

****B. Johnson moved, A. Fowler seconded to renew the Lincolnville Telephone Contract for fiber connection, at \$50.00 less per month than previous contract. Unanimous.**

2. Deputy Andrew Mulligan has sent a letter of resignation effective for November 11, 2017, as he is going to another agency in another state.

****B. Johnson moved, A. Fowler seconded to accept his resignation. Unanimous.**

3. The State of Maine Surplus Year Contract needs to be renewed. The Commissioners reviewed the contract, reviewed the names of the employees who would receive donee cards, and agreed to sign the three-year renewal contract.

****A. Fowler moved, B. Johnson seconded to renew the State of Maine Surplus Contract. Unanimous.**

4. B. Arseneau explained that she has already had an opportunity to speak with Commissioner Shorey earlier regarding the County office shut down on Monday due to the storm and power outage. Due to the sudden change in weather, not all the non-essential employees were able to be reached to let them know that the offices had a two-hour delay followed by complete closing of offices. Some employees came in at 8:00 a.m. and others came in at 10:00 a.m. She mentioned that she believed that under these unusual circumstances, the Commissioners should consider compensating the employees who came to work in addition to the normal work day pay that the other employees who had sufficient notice not to come in received. The Commissioner agreed with this.

****B. Johnson moved, A. Fowler seconded for all non-essential employees that reported to work to be compensated for the time worked. Unanimous.**

5. Waldo County Soil & Water District is hosting a Celebration of 2017 Accomplishments on Thursday, November 16, 2017 from 6:00 to 8:00 P.M. with a dinner followed by a recognition ceremony. The Commissioners were all invited. All three Commissioners declined with regrets due to scheduling conflicts.

6. There was brief discussion regarding future Spirit of America Ceremonies. The Commissioners will continue to be excited to honor the individual recipients, groups, or organizations; however the Commissioners feel that handing out a certificates to the towns or organizations who chose the recipients takes away from those being recognized for their volunteerism. Going forward the Commissioners prefer to let the towns' certificates, and the Gold or Silver distinctions be handled at their own level.

7. The next court session will be November 14, 2017 due to a scheduling conflict. Thereafter it will remain the first Thursday and the third Wednesday of each month. Each month the first Thursday court session will be held in the Commissioners Conference room and the third Wednesday will be held in the Probate Courtroom, if the Probate Court schedule permits.

8. The Commissioners reviewed two thank you notes from local citizens for the County Garden produce.

DISPATCH SUPERVISOR M. LARRIVEE – WORK SCHEDULING PROGRAM:

Present with the Commissioners was Dispatch Supervisor Michael Larrivee. He and Commissioner Fowler explained that during the recent APCO conference, they met with a company that sells a scheduling software program that could be used by all the departments. Regarding payroll portions of this program, the Deputy Treasurer could take the information off of that. B. Johnson asked how complicated it would be to set up and for input. M. Larrivee explained that the company sets it up initially at no cost. Updates are part of the package, as is training. The company will do online training with the employee at no cost. The data input schedule is done by the company. It has a phone app that goes with it. If someone should call out sick, it goes to everyone in that department's cell phones and someone can select "yes", they'll work. This program also does overtime, shows who is at training, etc. The estimated cost is roughly \$6,800.00 to \$7,100.00 per year for all the departments, but M. Larrivee is waiting for a quote. M. Larrivee spoke with Lt. Matthew Curtis and there is interest at the Sheriff's Office, as well. The program could be paid for on a month-to-month basis and can terminate without penalty, although doing it on a monthly basis is more expensive. A. Fowler said Penobscot County and Cumberland County both have this program.

****A. Fowler moved, B. Johnson seconded to fund Schedule Express for this program for under \$10,000.00, after M. Larrivee discusses this with the Technology Consultant, Sheriff, etc. Unanimous.**

APPROVAL OF MINUTES:

****B. Johnson moved, A. Fowler seconded to approve the October 18, 2017 Waldo County Commissioners Court Session minutes as presented. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. The Commissioners briefly discussed how to set up for the next budget meeting so that all can be heard. The Commissioners also asked the Clerks to see if the microphones in the courtroom could be used to amplify those speaking or if they were for recording purposes only.

The next Commissioners Court Session will be held Tuesday November 14, 2017 in the Commissioners Conference Room, 39B Spring Street, Belfast because Probate Court will be in session.

****A. Fowler moved, B. Johnson seconded adjourn the court session at 11:31 a.m. Unanimous.**

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