

**WALDO COUNTY COMMISSIONERS COURT SESSION  
DECEMBER 20, 2018**

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

**Call to Order:** Commissioner Shorey called the court session to order at 1:00 p.m.

**TREASURER'S REPORT:**

Present with the Commissioners was Treasurer David Parkman and Deputy Treasurer Karen Trussell, who reported the following:

The County Checkbook balance is \$803,097.98.

The Jail Checkbook balance is \$336,279.64.

County Appropriations:

92% of the 2018 budget has been expended and it could be 96% at this time.

County Revenue:

106.42% of the 2018 County revenue has been received.

Corrections Appropriations:

91% of the 2018 budget has been expended and could be 96% expended.

Corrections Revenue:

96.99% of the 2018 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 December 13, 2018 General Fund Accounts Payable warrant including the December 13, 2018 payroll in the amount of \$706,113.77. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the December 13, 2018 Capital, Active & Restricted Reserve warrant in the amount of \$21,644.09. Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the December 13, 2018 Reentry Accounts Payable warrant including the November 1, 2018 payroll in the amount of \$181,642.56 Unanimous.**

**\*\*B. Johnson moved, A. Fowler seconded to authorize payment of the December 13, 2018 MCRRC Restricted Reserve warrant in the amount of \$979.26. Unanimous.**

## **FACILITIES REPORT:**

Present was Facilities Manager Keith Nealley who reported the following.

1. The University of Maine Cooperative Extension furnace needed to be replaced because it was an emergency situation. The University of Maine paid \$1,000.00 toward that project. The total cost of the furnace was \$3,025.00, minus that \$1,000.00. The Commissioners expressed their gratitude to both K. Nealley and to the University for working out the shared cost.

2. K. Nealley has spoken with Emergency Collections and Eastern Mold Remediation about the moldy records in the Old Jail Archive and they believe that this is a project better suited for warmer weather since there is no heat or electricity, and there will need to be fans and airflow.

The Commissioners thanked K. Nealley for all the care he takes with the County buildings. K. Nealley stated that he always has the County's best interests at heart.

## **TECHNOLOGY UPDATES:**

Present was Technology Consultant James Arseneau, who provided the following updates to the County Commissioners:

1. Body Camera Project: J. Arseneau reported that this project was nearly finished and it should start up the beginning of 2019.

2. Web Site: J. Arseneau said he received the notification that the Commissioners extended his contract for technology services through to the end of January. He said he will start working with Assistant Clerk Lynn Patten regarding the sections on the web site that she can make changes to. He noted that there were things he did not charge for as technology consultant, including updating the web site. He said he realized that S.J. Rollins could not do that, but it was something he had provided on his own because he has always been interested in keeping costs down while providing service to the County. He recommended that if S.J. Rollins decided that they did not want to run the County's web site, there were companies that he had researched that could. He provided the list of companies used by some of the municipalities, Maine counties, and a few in New Hampshire. He said he had attempted to "ballpark" the start-up and maintenance costs. When asked how things were going, J. Arseneau responded that he wasn't sure. S.J. Rollins has only spent 4 hours with him onsite. He said that S.J. Rollins replaced a battery backup unit that J. Arseneau had replaced in the same week. He explained that S.J. Rollins has a different schedule in terms of replacing equipment. They do this on a cycle. He has been doing it when the battery indicates it needs to be replaced. He also explained that he doesn't have any access to the Technology emails now that the transition has taken place December 1, 2018.

3. PowerDMS - Sheriff's Office. The software makes it possible to make sure an employee has read or completed training before it will report that it has been completed.

4. Wireless Access points at the District Court and Superior Court buildings will be done in the next week or two. J. Arseneau said he didn't want to change it and confuse people.

5. J. Arseneau said he was not sure how familiar S.J. Rollins is with Spillman. S.J. Rollins has expressed concern that it is a single point of failure. This has been a concern and this was why the

County planned on virtualization in 2020. W. Shorey asked for the Commissioners to receive the contact information for GreenPages and Solutions-II. Also, J. Arseneau was going to send the Commissioner's an updated list of items to be completed by the end of January.

The Commissioners thanked J. Arseneau for meeting with them.

### **CORRESPONDENCE:**

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

1. The State's mileage reimbursement rate will increase 3.5 cents per mile above the 2018 rate, to .58 cents.

**\*\*B. Johnson moved, A. Fowler seconded to set the mileage reimbursement rate for County employees using their own vehicles to travel on County business at .58 cents per mile for 2019. Unanimous.**

2. On December 19, 2018, Malcolm Ulmer sent the health insurance plan's actuary's report which provided the recommended COBRA rates for 2019 as follows:

Single: \$1,025.00 Medical/RX and \$5.00 Vision for combined total of \$1,030.00.

Participant/Child: \$1,640.00 Medical/RX and \$8.00 Vision for combined total of \$1,648.00.

Participant/Spouse: \$1,846.00 Medical/RX and \$9.00 Vision for combined total of \$1,855.00.

Family: \$2,563.00 Medical/RX and \$13.00 Vision for combined total of \$2,576.00.

**\*\*A. Fowler moved, B. Johnson seconded to approve the COBRA rates for 2019 as recommended. Unanimous.**

3. The Maine County Commissioners Association has requested each county's point of contact with the Risk Pool for 2019. The Commissioners agreed that it would be Commissioner Fowler, as she serves on the Board of Directors for both MCCA and the Risk Pool.

**\*\*B. Johnson moved, A. Fowler seconded to name Commissioner Amy Fowler as the primary point of contact with the Risk Pool for 2019. Unanimous.**

4. A part-time employee has asked if part-time employees may enroll in the Delta Dental plan offered by the County. Currently it is only offered to full-time employees, and with the exception of one union, the County pays up to 50% of the applicable premium. The part-time employee is willing to pay the entire premium. In speaking with H.R. Director M. Wadsworth, B. Arseneau learned that the employee would need to work a minimum amount of hours every week in order to make this feasible through payroll. The Commissioners stated that they needed additional time to consider this request.

**\*\*A. Fowler moved, B. Johnson seconded to table further discussion on the request for part-time employees to enroll in Delta Dental until their court session on January 3, 2018. Unanimous.**

5. Dispatcher Gabrielle Rossignol Currier submitted a resignation with a two-week' notice, to take effect January 4, 2019. Director Smith told her that she need not work the resignation dates. She is pursuing another career.

**\*\*A. Fowler moved, B. Johnson seconded to accept the resignation of Gabrielle Rossignol Currier effective January 4, 2018. Unanimous.**

6. B. Arseneau informed the Commissioners that during recent training on Freedom of Access Act requests, the trainer stated that the days of charging “exorbitant fees for copies have come to an end.” The typical acceptable rate now would be about .10 cents per page. The idea is not to make money so much as it is to recoup the cost of making the copies. B. Arseneau asked the Commissioners if they wished to reduce the cost of copies in their office from \$1.00 per page. The Commissioners stated that they did not wish to make any changes at this time.

7. Regarding contributing to a retirement gift for both outgoing District Attorney Jonathan Liberman and A.D.A. Neil McLean, the Commissioners voted as follows:

**\*\*A. Fowler moved, B. Johnson seconded to allow \$100.00 to be spent from the Commissioners Budget to be put toward retirement gifts for District Attorney Jonathan Liberman and A.D.A. Neil McLean. Unanimous.**

8. The Sheriff’s Office submitted notice of funds from asset forfeiture that have been awarded to the County Sheriff’s Office on the ground of making a substantial contribution to the investigation of the case of State of Maine v. Michael Levenduski, Defendant in the amount of \$642.50.

**\*\*A. Fowler moved, B. Johnson seconded to accept asset forfeiture on behalf of the Waldo County Sheriff’s Office in the amount of \$642.50 in the case of State of Maine v. Michael Levenduski, Defendant. Unanimous.**

9. The Commissioners reviewed a request for a tax-deductible donation to Maine Organic Farmers and Gardeners Association (“MOFGA”). The Commissioner declined.

10. B. Arseneau asked if all Commissioners/Treasurer’s letterhead stationery should be changed to incoming Treasurer Peter Sheff. The Commissioners authorized this update.

11. Register of Deeds Stacy Grant sent a letter stating that Deeds Clerk Amy Keller will have completed 4 years of employment as of January 1, 2019. Because she was hired at the 1-year level, she will now be at the 5-year pay step with an increase to \$19.34 per hour. The Commissioners noted this pay step increase.

12. The Commissioners received an email from the office administrator at S.J. Rollins clarifying that a recent price increase letter sent to the County was done so in error. This increase does not apply to clients that have been with S.J. Rollins less than one year.

13. B. Arseneau informed the Commissioners that she did not receive any responses to her Requests for Information for a Records Document Management Solution. She mentioned that only one vendor came to meet during the Informational Meeting on November 1, 2018 and that was Iron Mountain. The two representatives were very helpful, looked at the current County Archive, asked questions to help her determine whether or not the County Commissioners records and the other permanent records in the Archive are requested to be researched electronically, etc. The determination was that there really wasn’t a need for extensive document management at this time, and that the current mold issue with some of the old records was more important and needed to be addressed more urgently. Iron Mountain also provided some information related to what they offer for remediation services. B. Arseneau recommended using an updated version of Access since that is what the records are currently maintained in. The Commissioners agreed with that recommendation at this time.

14. Commissioner Johnson received a letter from Islesboro Selectboard Chairman Arch Gillies on behalf of the Town of Islesboro and the Islesboro community, thanking her for her “strong and enthusiastic support at the Maine State Ferry Service Public Hearing on November 28, 2018.” He further thanked her for her “eloquent and powerful testimonies, detailing the many ways that the current ferry rate structure negatively impacts their own and their neighbors’ daily lives – and offering positive ideas on how to rectify a presently intolerable situation.”

15. When asked if they wished to renew their subscription to The Kiplinger Letter, the Commissioners said they would.

**PUBLIC COMMENT:**

P. Sheff asked if he could speak during public comment.

P. Sheff asked the Commissioners if they had received an email he sent to each one of them on December 17, 2018, and the Commissioners replied yes. P. Sherr asked if he could submit the letter for the record, but the Commissioners explained that correspondence is not typed up in full in the minutes.

P. Sheff spoke about the change to the Treasurer’s salary after the election, stating that he was shocked. The salary had been set at around \$10,000.00 and was then reduced to \$2,500.00. He explained that he was not in it for the money, and hoped that he and the Commissioners can move forward to work together well, and that he would also like to be a friend to the Commissioners and assist spiritually, if needed, as he is a pastor.

He said that he had attended Elected Official’s Training on December 14<sup>th</sup>, and that he had discussed what happened with the salary during that training. He said that the FOAA trainers were shocked. He also stated that Treasurer David Parkman was shocked at the reduction in the salary.

P. Sheff said that he was aware that the Commissioners had endorsed his opponent. After the opponent lost, P. Sherr said he found it interesting that the salary changed and that he didn’t believe it would have if Mr. Sneed had won. P. Sheff said he felt what was done sets an unfortunate precedent and he doesn’t know if others will run for that position in the future at such a low pay rate. He stated that he felt it was unfortunate that they did it during the time that they did it. He said he thought it was unfair, but will try to show the love of Christ and respect to the Commissioners.

A. Fowler said she was sorry P. Sheff felt that way. She said she spoke only for herself, and not the other Commissioners. She stated that she had endorsed Bill Sneed because he had been on the Budget Committee for years and she felt he would do well as the treasurer because of this knowledge. She added that the Commissioners had talked about making the change in the Treasurer’s position years ago. Unfortunately D. Parkman had some illness and the Commissioners believed that they had to take care of the County and had to set that office in motion to be secure. She added that Mr. Sneed was new, too, and would have had a reduced pay, as well. She said it would have been better if Mr. Sheff and spoken directly with the Commissioners rather than going to the newspapers about the salary change.

W. Shorey told P. Sheff that he found his remarks extremely distasteful and he will work professionally with him; otherwise, he has no time for him.

B. Johnson said she agreed with Commissioner Fowler. She said that she also felt that going to the papers was not the way for P. Sheff to have dealt with the Commissioners. She said she felt that he had not known what the job entails, and it was clear to the Commissioners that he hadn't known what the job entailed. She said she would be willing to work with him and hoped that attitudes will change on both sides.

P. Sheff said he agreed that he should have come to the Commissioners first with his shock. He said he felt that what they had done was wrong, and that they knew it was wrong. Still, he would show forgiveness and would show love, as Christ did, to the Commissioners and that he hoped that they could be friends. W. Shorey said not to count on it.

**APPROVAL OF MINUTES:**

B. Arseneau reviewed the wording correction on the vote for the Treasurer's and Finance Director/Deputy Director's job descriptions in the draft minutes for the December 6, 2018 court session. She requested that the Commissioners approve the minutes as presented with those changes. **\*\*A. Fowler moved, B. Johnson seconded to approve the minutes from the December 6, 2018 Waldo County Commissioners Court Session as presented. Unanimous.**

**COMMISSIONERS MISCELLANEOUS BUSINESS:**

Commissioner Shorey informed B. Arseneau that the Commissioners had decided to close the offices half a day on December 24, 2018 as part of the Christmas Holiday. The Commissioners instructed her to notify all the departments.

**NEXT COUNTY COMMISSIONERS SESSION:**

The next Commissioners Court Session will be a special session held on December 26, 2018 at 10:00 a.m. in the Commissioners Conference Room, 39B Spring Street, Belfast. The next regular Commissioners Court Session will be Thursday, January 3, 2019 at 9:00 a.m.

**\*\*B. Johnson moved, W. Shorey seconded to adjourn the court session at 1:45 p.m. Unanimous.**

A retirement party for out-going Treasurer David Parkman followed.

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