

**WALDO COUNTY COMMISSIONERS COURT SESSION  
FEBRUARY 20, 2020**

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

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

**FINANCIAL REPORT:**

Finance Director Karen Trussell reported the following:

The County Checkbook balance is \$51,143.60.

The Jail Checkbook balance is \$51,214.31.

County Appropriations:

14% of the 2020 budget has been expended and it should be 15% at this time.

County Revenue:

18.61% of the 2020 County revenue has been received.

Corrections Appropriations:

14% of 2020 budget has been expended and should be 15% expended.

Corrections Revenue:

2.10% of the 2020 Corrections revenue has been received.

**TAX ANTICIPATION NOTE:**

\$900,000.00 has been borrowed from the TAN; \$450,000.00 by the County and \$450,000.00 by Corrections.

**\*\*B. Johnson moved, A. Fowler seconded to file the Financial Report. Unanimous.**

**WARRANTS:**

**\*\*A. Fowler moved, W. Shorey seconded to authorize payment of the February 13, 2020 General Fund Accounts Payable warrant including the February 06, 2020 payroll in the amount of \$322,558.68. Unanimous.**

**\*\*W. Shorey moved, A. Fowler seconded to authorize payment of the February 13, 2020 Capital, Active & Restricted Reserve warrant in the amount of \$41,939.31. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded to authorize payment of the February 13, 2020 Reentry Accounts Payable warrant including February 6, 2020 payroll in the amount of \$91,976.88. Unanimous.**

**\*\*W. Shorey moved, A. Fowler seconded to authorize payment of the February 13, 2020 MCRRRC Restricted Reserve in the amount of \$1,502.80. Unanimous.**

**COMMUNICATIONS REPORT:**

Present was Communications Director Owen Smith & Supervisor Mike Larrivee, who reported the following:

They have offered a position to Myles Chung of Rockland. He has completed new hire and background check. Start date is going to be March 16.

**\*\*A. Fowler motioned, W. Shorey seconded to accept the hiring of Myles Chung at the rate of \$17.85/hr. Unanimous.**

Mike Larrivee mentioned that he would like to meet with HR Director Lynn Patten and potentially with the Technology Director as it seems that there is a flaw in the system because applications are not being returned. Possibly put an application on our website to make it easier for applicants to fill out the needed information.

Waiting to hear from Islesboro selectman on a date to meet with them in order to move forward on tower discussions.

**HUMAN RESOURCE REPORT:**

Present was Human Resource Director Lynn Patten, who reported the following:

L. Patten handed out pay scales and job descriptions for the Commissioners review. Commissioner Johnson asked Lynn to wait to go over job descriptions and pay scales on next session.

Lynn also submitted letter of resignation to commissioners. Her last day of employment will be Thursday, March 5, 2020.

**\*\*A. Fowler moved, W. Shorey seconded to accept the resignation. Unanimous.**

**TECHNOLOGY REPORT:**

Present was Technology Manager J-sun Bailey, who reported the following:

J-sun submitted a status report to commissioners that outlined the following high priority needs, medium priority needs and low priority needs. Also outlined what is currently in process.

He is currently looking at a company to recycle old hard drives and tapes as he is cleaning out a few storage rooms. The Commissioners were in agreement that they were ok with that.

J-sun did have some questions for Commissioners for monitors for Technology Assistant Nicole Hubbard. Commissioner B. Johnson stated that 3 monitors would be sufficient for her work space.

Commissioners mentioned to J-sun that they would like a policy book that reflects technology that is up to date. J-sun agreed to work on that.

**\*\*A. Fowler motioned, B. Shorey seconded to provide a credit card for technology to J. Bailey with a \$5,000 limit. Unanimous.**

### **Midcoast Actors Studio:**

Present were: Gregory Marsanskis, Jason Bannister and Bill Burford

J. Bannister: Presented posters for current plays. The organization was founded in 2012 and started at the Middle School in Belfast and has performed at the Crosby Center as of late. Would like to talk about the possibility of leasing out the Superior Court, upstairs area. B. Johnson knows they have talked to BCC about it and having a theater community, which they support and encourage this.

New mayor Eric Sanders was present. He has participated with this group for the last 3 years and is present in support of the group. He stated he has been a participant of Waterfall Arts and has a theater degree and feels it will improve the culture of the city.

G. Marsanskis: Has been involved with theater for 30+ years and states theater improves social interaction, it's a great way to meet people.

B. Burford: Is a professional director and has just moved to the area. He wanted to become involved with the group because of the acting and the plays they have chosen to perform.

J. Bannister: Stated has been here for 17 yrs. and teaches theater at the middle school. He is actively involved in the youth theater in the community. Over 9 years ago he started building the theater, and is now looking for a permanent place. He has already been in and seen the courthouse and thinks it's a great space for theater productions. He would like to keep the space as historical as possible, which is also important to the Commissioners and the city. He would like to install some form of risers so the audience can see, and other ideas include removing some items such as the judge's bench, etc. to provide some space. The elevator lift is important so all can attend. Right now he figures it can seat app 112. On site storage is important for costumes, props etc. He did want to make note that most volunteer their time at this point. During the transition would like to go into paid positions but are not there yet and to have volunteers moving in and out equipment is a lot to ask of them.

A. Fowler mentioned that the space is approximately 3000 sq ft. J. Bannister: Mentioned that public bathrooms are crucial downstairs and wants to make sure they are available to guests and staff. He also thought schools could come in during the week as part of their education. E. Sanders stated that schools could come in on matinees and B. Johnson mentioned it would be ideal for the elderly on the weekends.

J. Bannister would like to propose a timeline of at least by summer for their summer camp to be held there. They would like to invest in new lighting and needs to get funding for that. A. Fowler questioned Efficiency Maine and grant funding, he stated they are looking into that. He also stated that they would rather have a longer than shorter term rent agreement. W. Shorey mentioned working with Keith Nealley on getting things moved out. There's no restraints outside of that on when to rent out.

B. Johnson asked what they had in mind for a rental agreement and J. Bannister mentioned they would still need acquire insurance, heating, electricity or would already be covered? A. Fowler stated that they would have to have separate insurance due to liability. J. Bannister stated that he has research rentals and thought for a non-profit he is looking at \$1000.00 to start and grow the company, and then come to an agreement later.

A. Fowler proposed a tiered amount, but will have to discuss it more with the other Commissioners first. J. Bannister stated that he likes the tiered idea and would further discuss with the group and get back to the Commissioners.

### **FACILITIES REPORT:**

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

An individual backed into pole at Sheriff's office and that needs to be replaced. He has an estimate of \$1200.00 currently.

He has spoken with Technology Manager J-sun about cameras upstairs and they installed some in Probate as a safety feature. A. Fowler inquired about additional cameras for downstairs. He will invest in those.

Patriot Energy has been contacting him in regards to energy costs. He sees a problem with being locked in for 5 years and then the cost start to increase. W. Shorey suggested for Keith to start looking into a solar deal that might start to save some money, as CMP is getting expensive.

Requested Commissioners to sign an agreement with Maritime Energy for \$2.06/gallon for #2 heating oil.

**\*\*A. Fowler motioned, W. Shorey seconded in favor of signing an agreement with Maritime Energy. Unanimous.**

### **PUBLIC COMMENT:**

No one from the public was present

### **CORRESPONDENCE:**

Present to report correspondence was Assistant County Clerk Nicole Hubbard as follows:

N. Hubbard presented the Commissioners with a new phone directory for inter-office use.

She also presented the Commissioners with an updated Committees List that each member currently belongs to. The Commissioners reviewed, made some adjustments and N. Hubbard will revise and send back out.

**COMMISSIONERS MISCELLANEOUS BUSINESS:**

**\*\*A. Fowler motioned, W. Shorey seconded to end consultant contract with J&B Diversified Associates effective February 29, 2020. Unanimous.**

**\*\*A. Fowler motioned, W. Shorey seconded for J&B Diversified Associates to have all invoices for time, supplies, etc. to be submitted no later than March 10, 2020. Unanimous.**

**\*\*A. Fowler motioned, W. Shorey seconded to change future meeting dates and time beginning in April to the first and third Wednesday's at 9:00 a.m. Unanimous.**

**\*\*A. Fowler moved, W. Shorey seconded to go into executive session at 3:10 p.m. for discussion of assignments and duties as permitted by M.R.S.A. 1§405(6)(c). Unanimous.**


**\*\*A. Fowler moved, W. Shorey seconded to come out of executive session at 3:20 p.m. Unanimous.**

**\*\*A. Fowler motioned, W. Shorey seconded to provide Technology Manager with a \$5000.00 from Technology Reserve to set up the Technology Department. Unanimous.**

**\*\*B. Johnson motioned, A. Fowler seconded to develop a policy book and keep said book up to date. Unanimous.**

**\*\*A. Fowler motioned, W. Shorey seconded to accept offer from BCC to hang art work from local Waldo County artists. Rotation of art work as agreed on with BCC and the artists.**

**\*\* A. Fowler moved, W. Shorey seconded to adjourn the court session at 3:30 pm. Unanimous.**

Respectfully submitted by  Waldo County Assistant Clerk  
Nicole L. Hubbard