

**WALDO COUNTY COMMISSIONERS COURT SESSION  
MARCH 17, 2022**

**PRESENT:** Commissioners Amy R. Fowler (Chairman), William D. Shorey, and Betty I. Johnson (via teleconference). County Clerk Barbara Arseneau took minutes.

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

**FINANCIAL REPORT:**

Finance Karen Trussell reported the following:

The County Checkbook balance is \$54,517.52, and the Jail Checkbook balance is \$38,797.36.

**TAX ANTICIPATION NOTE:**

The total Tax Anticipation Note is \$5,500,000.00. \$1,020,000.00 has been borrowed; \$450,000.00 by the County and \$570,000.00 by Corrections.

**County Appropriations/Revenue:**

19% of the County 2022 budget has been expended and it could be 21%. 27.41% of the County revenue has been received at this time.

**Corrections Appropriations/Revenue:**

18% of Corrections 2022 budget has been expended and could be 21%. 1.35% of the Corrections revenue has been received at this time.

**\*\*B. Johnson moved, W. Shorey seconded to file the Financial Report. Unanimous.**

**WARRANTS**

**\*\*B. Johnson moved, W. Shorey seconded to authorize payment of the March 10, 2022 General Fund Accounts Payable and Reserve warrant, and March 3, 2022 payroll in the amount of \$419,031.09. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to authorize payment of the March 10, 2022 MCRRC (Corrections) Accounts Payable and Reserve warrant, and March 3, 2022 payroll in the amount of \$186,384.13. Unanimous.**

**HUMAN RESOURCES REPORT**

Present was H.R. Director KelLee Gray.

1. Probate Administrative Assistant Kristen Grover has completed one year of employment with a pay increase to \$22.62 per hour. Noted by the Commissioners.
2. K. Gray made some adjustments to the Indeed posting for Corrections Officers. She has received at least three (3) applicants, and a few more are completing their applications. A. Fowler mentioned that Knox County just hired twelve (12) Corrections Officers and suggested that K. Gray reach out to them. If another three applicants could be found, A. Fowler hoped they could all be certified at the same time. K. Gray said she's been working with the Corrections Administrator and

the Sheriff because this is also their goal. K. Gray reported that she found three (3) other potential applicants who are already certified. The changes she made on the advertising online service really helped.

3. She has made the department heads aware that they are getting near the end of the most recent twice-yearly Maine Municipal Association Safety and Enhancement Grant opportunity and is working with two different departments to stagger the requests so that hopefully both will benefit.

## **INFORMATION TECHNOLOGY REPORT**

Present was J-sun Bailey who reported the following:

1. He presented a camera system quote to replace the system in the interview room at the Sheriff's Office, which is no longer supported by the vendor. This quote is the same as the one being used in the vehicles, so it will upload the videos to the Cloud, link them to the cases, etc.

2. The camera recorder system at the Sheriff's Office is not supported by the vendor and is the same sort of system. He got a quote to replace it and it was extremely costly. The cameras are fine; it's the recorder that will no longer be supported. He contacted the current vendor and requested the maintenance fee of about \$4,000.00 to be reimbursed since they are no longer supporting it, which they agreed to do. He found software that can be connected to the camera system for \$100.00 a month, so he is using it as a backup system until he can prove this software system will work. He requested that the Commissioners allow the \$4,000.00 reimbursement to go toward the new system. He will replace cameras at the Jail as they fail, which will be more cost effective. The Commissioners briefly discussed holding off on approving this. B. Johnson said she believed it should be awarded now.

**\*\*B. Johnson moved, to purchase the new camera system now.** Discussion: A. Fowler said the Commissioners are all in agreement that it should be done, but they should first figure out which line this would be funded from, so she asked for that to happen first.

**\*\*B. Johnson rescinded her motion.**

3. Eleven (11) cruiser cameras have come in; Eight (8) have been installed, and the last three (3) vehicle cameras will be installed next Wednesday. The go-live date is March 28-31. Cameras are not being installed in the vehicles that will be traded in soon.

4. Website Redesign: He obtained a quote and was not comfortable presenting that to the Commissioners because it was too costly.

4. He is working on other projects such as setting up the three new deputies' computers and technology, updates, new Citrix purchase, and resolved recent problems with the email system.

5. Five (5) employees have been moved over to the new email system and the new version of Office. He will monitor it to see if there are any issues before moving other employees over.

## **COMMUNICATIONS REPORT:**

Present was Communications Director Michael Larrivee.

1. New Hire: The final package to hire former Deputy James Porter is to start him effective March 21, 2022 at the highest uncertified rate of \$20.47. Once he's done training, the wage will increase to the 5-year step of \$24.20. After completing the 6-months probationary period, he will be paid at the 8-year certified rate of \$25.24. He currently has 28.26 hours accumulated above the 720 hours of sick leave, and M. Larrivee wasn't sure if it could be transferred to the current sick leave or be paid out to him. The Commissioners said to work this out with the Human Resources Director.
2. New Hire: M. Larrivee introduced Noah Davis as a conditional hire effective March 28, 2022 at \$18.89 per hour. He has previous fire and medical experience, and a military background. The Commissioners welcomed N. Davis to the County Communications Center.  
**\*\*W. Shorey moved, B. Johnson seconded to hire Noah Davis as dispatcher trainee at \$18.89 per hour effective March 28, 2022. Unanimous.**
3. M. Larrivee briefly updated the Commissioners on the tower sites projects.
4. M. Larrivee requested one of the wood tables and Judge's chair no longer in use at the former Superior Courthouse for the Communications Center. The Commissioners approved this. He briefly updated them on recent renovations and invited them to visit. Budget Committee Member Elaine Higgins, also present, requested that she be included when the Commissioners go see the Communications Center. Commissioner Fowler said she would try to arrange it.

#### **EXECUTIVE SESSION**

**\*\*W. Shorey moved, B. Johnson seconded to go into executive session at 9:48 a.m. for discussion of a contract regarding use of real property as permitted by MRSA Title 1§405(6)(C). Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to come out of executive session at 10:06 a.m. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to amend the contract with Lewis and Malm Architecture and to opt not to go with the build design plan but go with a construction manager of their own, who will be EMA Director Dale Rowley. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to amend EMA Director Dale Rowley's job description as written. Unanimous.**

**\*\*W. Shorey moved, B. Johnson seconded to sign the document with the amendments to the contract with Lewis and Malm Architecture. Unanimous.**

#### **COUNTY BOUNDARY DISCUSSION (not on agenda)**

Present was EMA Director Dale Rowley. He submitted a drawing with the proposed water boundary between Knox and Waldo counties put together by the State Department of Conservation, Forestry, and Agriculture, who has jurisdiction over this for the Executive Branch. It showed the water boundary line Waldo proposed, and the line Knox had proposed. Knox proposed adding Robinson Rock to Knox County. The State mentioned that the town boundaries for Camden and Lincolnville didn't quite line up, so D. Rowley suggested moving the boundary line a little to line them up better. Once the layout map has been cleaned up and clarified, it will go before both Knox and Waldo County

Commissioners to see if they wish to proceed with this or not. Then a legislator will be asked draft the legislation, and it will go before the next legislative session for a vote. Originally the bill was to clarify the line, and this bill would be to clarify the annexation of Robinson Rock from Waldo County to Knox County. Once the legislature passes this, the Executive Branch would redraw the maps. A. Fowler explained that the legislators didn't want to make a decision until Knox and Waldo met and worked it out on their own. All of the evidence and legal documentation presented by EMA Director Dale Rowley and GIS Planner Rob Hoey showed that the islands in question belonged to Waldo County. Knox and Waldo had come to an agreement on what was presented. This will now clarify the mapping error. Waldo will also have Mouse Island.

#### **PUBLIC COMMENT:**

Present was Liberty Selectman Andre Blanchard and Freedom Selectman Elaine Higgins. The floor was turned over to Andre Blanchard.

1. A. Blanchard introduced himself as Liberty Selectman and Liberty board member of the Southwestern Waldo County Broadband Coalition. He reported that SWCBC paid for a feasibility study, which should be coming in sometime in April. They are getting close to being able to make a decision about going forward to build a fiber optic network for those five towns. SWCBC had approached the Commissioners before about additional ARPA funds perhaps being available beyond the \$20,000.00 that was allocated to each of the 26 towns. The Commissioners stated that costs have gone up considerably and some of the County's ARPA projects are now on hold because of this. The Commissioners have been following SWCBC's progress, and following broadband funds at the state level. A. Blanchard referenced a \$28 million grant that was passed down to several counties and two towns bordering the towns in SWCBC. Those bordering towns started their process prior to COVID and received funds that will permit them to own the network, which is same goal as SWCBC. SWCBC wasn't aware of these funds and hopes to apply after the feasibility study is completed and requests have been put out to various ISP companies. He believed that once the plan is on the table, they should be able to apply for other grants. His hope is that the more funds will be available to more towns. He wanted to approach the Commissioners and ask one more time if there is any possibility for more "seed money" available.

The Commissioners explained that at this point in time, there are no additional funds available because the costs for the projects the County earmarked are coming in so much higher than anticipated that they need to hold onto these funds for the time being. The Commissioners have tried to pick projects that should help the County for years to come, such as moving EMA, providing more room for the Sheriff's Office, moving departments out of the Old Superior Courthouse, etc. The County has a legal expert making sure they are doing projects that meet ARPA criteria. Several other groups have requested ARPA funds from the County but the Commissioners are retaining the ARPA funds to try to take care of big projects that need to be done, and to spend the funds as wisely as possible.

#### **SHERIFF'S REPORT**

Present was Sheriff Jeffrey Trafton.

1. New Hire for Corrections Officer: The Sheriff presented for consideration Corrections Officer Graham Jackson, who is certified and working currently at Two Bridges Jail. He will be hired at Waldo County full-time at the 5-year level sometime in the next few weeks and will be eligible for the \$15,000.00 sign on bonus.

2. Another full-time certified Knox County Corrections Officer is considering applying to work at Waldo County full-time, and already lives in Waldo County. If hired, this officer would still continue to work at Knox County because Waldo has had to supply manpower down there during Knox's staff shortage and Waldo's inmates being housed there. There was brief discussion about whether or not there is a time period that someone must continue to work for Waldo after receiving the sign-on bonus, and the Sheriff said they haven't made that stipulation because he believes the pleasant working conditions at the Reentry Center will help keep staff there. If there is a problem that develops, a policy could be created in the future. Historically, there is little turnover of Corrections Officers at Waldo County. If this person is hired, there will only be one vacant position to fill.

3. Four full-time Deputy Sheriffs have been hired in the last few months and are doing very well. There are three more openings because Kevin Littlefield finished employment about 3 weeks ago, James Porter retired from the Sheriff's Office yesterday, and another deputy in the final stages of being hired by the State Police. There are three Academy-trained officers ready to fill all three vacancies.

**\*\*W. Shorey moved, B. Johnson seconded to hire part-time Corrections Officer Graham Jackson as full-time Corrections Officer effective March 27, 2022 at 5-year step of \$21.63 per hour. Unanimous.**

#### **CORRESPONDENCE**

County Clerk Barbara Arseneau reported correspondence as follows:

1. The Kiplinger Retirement Letter has been sent free to the County Commissioners but would require payment to continue. The Commissioners did not wish to subscribe.

2. A letter was received from Regional Planner Stephen Cole notifying the Commissioners of a Department of Transportation Village Partnership Initiative for 2022 that focuses on village centers and downtowns. It's related to roads, so she's left a message with Mr. Cole to see if Counties are actually eligible to seek funds from this initiative, and will let the Commissioners know.

A. Fowler and E. Higgins briefly discussed a legislative bill regarding abandoned and terminated roads and decisions on whether or not they needed to be maintained by the Town possibly coming before the Commissioners. B. Arseneau was asked to look this up.

#### **APPROVAL OF MINUTES**

None at this time.

#### **COMMISSIONERS MISCELLANEOUS BUSINESS:**

None.

**\*\*W. Shorey moved, A. Fowler seconded to adjourn at 10:30 a.m. Unanimous.**

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