

**WALDO COUNTY COMMISSIONERS COURT SESSION
MAY 5, 2022**

PRESENT: Commissioners Amy R. Fowler (Chairman), William D. Shorey, and Betty I. Johnson (via teleconference). Also present was County Clerk Barbara Arseneau to take 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 \$79,267.74, and the Jail Checkbook balance is \$28,014.64.

TAX ANTICIPATION NOTE:

The total Tax Anticipation Note is \$5,500,000.00. \$2,095,000.00 has been borrowed; \$1,100,000.00 by the County and \$995,000.00 by Corrections.

County Appropriations/Revenue:

32% of the County 2022 budget has been expended and it could be 33%. 52.35% of the County revenue has been received at this time. Fees have come in from Probate and Deeds, and they are still doing very well.

Corrections Appropriations/Revenue:

32% of Corrections 2022 budget has been expended and could be 33%. 1.60% of the Corrections revenue has been received at this time.

The ARPA funds annual reporting that was due April 30th was completed on April 26, 2022 with the help of legal counsel Daniel Pittman. The category list changed and is much smaller. Everything is now listed under either Revenue Replacement Category 6, Subcategory 6.1 – Provision of Government Services. It makes it much easier for reporting because any entity receiving under \$10,000,000.00 and less than 250,000 population, it is a standard allowance and all the reporting that typically has to be done does not have to be done. The next report is not due until next April. She anticipates receiving the second allotment of the total ARPA funds this month, because the first portion came in May of 2021.

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

WARRANTS

****B. Johnson moved, W. Shorey seconded to authorize payment of the April 29, 2022 General Fund Accounts Payable and Reserve warrant and April 28, 2022 payroll in the amount of \$309,450.22. Unanimous.**

****W. Shorey moved, B. Johnson seconded to authorize payment of the April 29, 2022 MCRRC (Corrections) Accounts Payable and Reserve warrant and April 28, 2022 payroll in the amount of \$107,307.99. Unanimous.**

INFORMATION TECHNOLOGY REPORT

IT Manager J-sun Bailey reported as follows:

1. The Spillman-Motorola summit he attended went well, and he thanked the Commissioners and the Budget Committee for approving funds for that trip, as it was a great learning experience. There were many good classes, and he made good connections related to inter-agency agreements. Several others are in similar circumstances and he's learning a lot from them. He's also now more aware of the software and capabilities that Waldo County may not be using but recognized some of it is a "sales pitch."
2. He has reached out to Watchguard again about the credit for the bill for the cameras and vehicle installations. They have a new representative who was busy with the conference last week, but he's staying on top of it.
3. The County does have the license for the software side of the cameras, Command Central, that comes with some other add-ons that he'll discuss with the Sheriff's Office to see if they might be useful.
4. He is trying to catch up on what he missed when he was gone, as there is a bit of a backlog.
5. He's meeting with Quality Communications tomorrow regarding the telephones in the Commissioners/Finance/H.R. Office to look at possible solutions and how to set up the calls to ring to each other's desks.

HUMAN RESOURCES REPORT

H.R. Director KelLee Gray reported the following:

1. Corrections are needed regarding Corrections Corporal Scott Read's hire. The date of hour will change from April 24, 2022 to May 8, 2022. The wage remains the same.
****W. Shorey moved, B. Johnson seconded to amend the minutes to state that Scott Read's date of hire is May 8, 2022. Unanimous.**
2. There was also a typo in the hire letter dated March 23, 2022 for the rate of pay for Certified Corrections Corporal Graham Jackson, who was part-time and went to full-time. The wage should be changed from \$21.36 to \$21.63.
****W. Shorey moved, A. Fowler seconded to amend the minutes to the correct hourly wage for Corrections Officer Graham Jackson at \$21.63. Passed by two. (B. Johnson temporarily absent from videoconference).**
3. Frank Pellerin will be hired as full-time Patrol Deputy effective May 16, 2022 at the 15-year Certified pay of \$30.86 per hour, 200 hours of vacation per year, and is eligible for the \$15,000.00 signing bonus.
****W. Shorey moved, A. Fowler seconded to hire Frank Pellerin as full-time Patrol Deputy effective May 16, 2022 at \$30.86 per hour, with 200 hours of vacation per year, and eligibility for the \$15,000.00 signing bonus. Passed unanimously by two. (B. Johnson temporarily absent from videoconference).**

4. Jonathan Curran will be hired as full-time Patrol Deputy effective May 18, 2022, at the 2-year Certified rate of \$27.15 per hour, with 96 hours of vacation and eligibility for the \$15,000.00 sign on bonus.

****W. Shorey moved, A. Fowler seconded to hire Jonathan Curran as full-time Patrol Deputy at the two-year Certified rate of \$27.15 per hour, with 96 hours of vacation and eligibility for the \$15,000.00 sign-on bonus. Passed unanimous by two. (B. Johnson temporarily absent from videoconference).**

5. Sara-Jo Richeson will be rehired as a summer intern for the Emergency Management Agency June 27th through August 26th with a flexible schedule of 24 hours per week at \$14.00 per hour, which will be funded from the Homeland Security grant.

****W. Shorey move, A. Fowler seconded to hire Sarah-Jo Richeson as EMA summer intern for a flexible 24-hour-per week schedule at \$14.00 per hour from June 27 through August 26, 2022, to be paid with Homeland Security grant funds. Unanimous by two.**

EXECUTIVE SESSION (moved to end of the court session.)

****W. Shorey moved, B. Johnson seconded to go into executive session at 10:15 a.m. for discussion of end of employment as permitted by M.R.S.A. Title 1§405(6)(A). Unanimous.**

****W. Shorey moved, B. Johnson seconded to come out of executive session at 10:27 a.m. Unanimous.**

MITIGATION PLANS AND EMA BUILDING PROJECT STATUS

EMA Director Dale Rowley reported the following:

1. 2022 Waldo County Government Hazard Mitigation Plan: FEMA's original intent was for towns to develop their own hazard mitigation plans, but it was decided it was too much, so it became a regional plan. Unfortunately, participation has dropped off drastically over the years. This updated plan will be handled through EMA as the Waldo County Hazard Mitigation Plan. It's much smaller than usually would be because Waldo County has no functions with Land Use, Flood, or Road management. It will focus on how to protect County employees and property. He reviewed it with County Department Heads for input, etc., and it will require training County employees. Much of it has been implemented with ARPA funds. He has notified the towns that the current regional plan is expiring in May, he has created templates and offered to assist each town in developing their own. Nobody has applied for a mitigation plan in 9 years. There are few of them, and they are very hard to obtain. They are mostly reimbursement in nature. A few towns called and asked questions, but there is not much interest.

****W. Shorey moved, B. Johnson seconded to sign and adopt the 2022 Waldo County Government Hazard Mitigation Plan. Unanimous.**

2. Swanville Projects Status: D. Rowley listed all the permits he's obtained, and the only one missing is Storm Water Mitigation permit. There is other prep work on the site that can be done while waiting for that. DEP must respond to the Storm Water permit by June 9, and in checking, he believes they will likely not respond sooner than that. If they don't respond, they have to send them the permit regardless. It appears they will break ground on June 9th. He listed contractors he's still meeting with and has one foundation contractor, but he's not available until August. In working with HVAC, electrical and plumbing contractors, they have pointed out a lot of issues with the specs, materials, and

ways that they don't normally use or do, and can save money. He's asked for their proposals, will review them, and get back to Commissioners. Not having a general contractor is saving a lot of money. There was brief discussion on water spickets, electrical panels, and sub panels. There will be a main generator and a back-up generator. There is still no carpenter for the EMA building. A. Fowler noted that D. Rowley had found a Maine company outside of Waldo County that was willing to print blueprints at a much more equitable rate than local printers, so they were hired.

COMMUNICATIONS REPORT

Communications Director Michael Larrivee reported the following:

1. He submitted the resignation of Camilla Cook as full-time Dispatcher. Her last day is May 12, 2022, but she will stay on part-time.

****W. Shorey moved, A. Fowler seconded to accept with regret the resignation of Camilla Cook as full-time Dispatcher, noting that she will stay on as part-time Dispatcher. Unanimous by two. (B. Johnson temporarily absent from videoconference).**

2. The new hires are doing well with training and should be completed by the end of summer.

3. The Northport Tower is being installed today and should be complete by the end of the day.

4. The radio system is still moving along. There are still issues with two of the towers. He reached out to Black Diamond, who are installing the Northport tower. They quoted \$177,200.00 for the Frankfort tower, which he felt is high. He recommended that he continue to work with Blueberry Broadcasting to get up on Mount Waldo. The lease would be \$7,000.00 to \$11,000.00 per month, which he felt was more reasonable than spending \$177,000.00 on someone else's property. W. Shorey asked if the coverage is the same, and M. Larrivee said Mt. Waldo is actually better. It's just not accessible during winter, but is on the outskirts of the range, so if it went down in the winter, it wouldn't have to be put back online the same day. The lease with Mr. Skillings requires 2-years' notice if the County wants to terminate the lease at about \$6,000.00. The County could remove the equipment, see if Mr. Skillings wants the tower, or if EMA might want to move it and use it elsewhere. M. Larrivee said he will wait until he receives something in writing with Blueberry Broadcasting.

6. Unity Tower Location: U.S. Cellular gave a base price of \$1,500.00 per month, but then added a fee for rental space on top of the tower and for the shelter, which totals about \$3,000 a month and is very expensive. M. Larrivee has reached out to Mike Acres of Unitel, as Unitel has been sold, and there may be an opportunity to obtain that tower and make some modifications. He's waiting to hear back. Consultant Norman Boucher is checking other towers in the Unity area to see if anything might work.

7. M. Larrivee submitted a grant application through Senator Angus King, Senator Collins, and Representative Jared Golden for \$225,000.00 to remodel the radio room.

8. He also attended the Spillman/Motorolla Conference, reported that it was excellent, he learned a lot, took a certification class while he was there, and brought some things back for the Dispatchers.

SHERIFF'S REPORT

Present were Sheriff Jeffrey Trafton and Chief Deputy Jason Trundy. The Sheriff reported the following:

1. Traffic cameras: J. Trafton reported that CMP is not sure they'll let them use their poles. If they say yes, the project will move forward. If not, it may not be possible. J. Trundy said still waiting to hear back. There was brief discussion on where best to place them.
2. J. Trundy discussed adding deputies in the future due to the uncertainty with State Police call-sharing. The COPS grant has been reinstated and is focused on enhancing community. He discussed with the Commissioners the possibility of a community-based policing position and is considering putting a grant application together. He described the match over the 5-years. It is capped at \$125,000 over three years and is only for pay and benefits. J. Trafton said the budgets will be put together in July and he will be retiring but he thinks there are more changes in the State Police coming. The Sheriff's Office does not have the capacity to do this and will need to have a minimum of two more deputies. They felt it was worth applying for. There are a lot of things the positions could do that would free up the other deputies to do things they aren't able to know such as interacting in the schools and stopping to check on local businesses during and after hours. The Commissioners support applying for this grant for two officers. There was brief discussion between the Sheriff and E. Higgins regarding grant writing.
3. A good candidate has applied for the remaining position.

CORRESPONDENCE

County Clerk Barbara Arseneau reported correspondence as follows:

1. The County received Notice of Taking of certain parcel(s) of land in Brooks owned by Raymond Shute, et al. It will be filed.
2. The five year "Excuse From Submitting Annual Reports" with the State of Maine Department of Secretary of State for the Congress Street Hill Property, LLC condominiums will either need to be renewed before June 1, 2023, or the Commissioners will want to discuss whether or not they want to change the condominium status before that date. She will remind them as the date gets closer.
3. She's been catching up on a backlog of almost 50 Deputy Sheriff's Commissions that have were processed but needed to be entered into the computer to print for the permanent volume.
4. She has gone through and disposed of various paper and digital files from 2003 to 2015 that have met their retention period. A. Fowler signed off on the list of disposed records.
5. As files are found that need to be changed from Office 97-2003 to the updated Word or Excel version, she has taken time to update those digital files.
6. She had already reported to Commissioner Fowler that an individual had come to the Commissioners Office looking to file a complaint and to meet with them but when she explained that they had no jurisdiction over this matter, the person escalated in anger and would not leave, so she had to call the police. She has been advised by the that the person has threatened other county employees

and has a history of returning to harass, so she will be keeping the Commissioners Office door locked and will let appropriate people in.

7. She had requested time off for an upcoming family event but realized it conflicted with EOC training, so will attend that training for up to 2 hours but otherwise will take leave time. The Commissioners approved this.

8. Ryan Pelletier from Aroostook County has been asked by the NACo planning committee to be a presenter on the panel planned for the annual NACo conference in July. The session is "The Value of County Management". If the Commissioners wish for her to send to R. Pelletier any ideas or information, they would like to see shared, to let her know and she would do it.

APPROVAL OF MINUTES

B. Arseneau had already emailed minutes from the April 21, 2022 Court Session, and the 2022 Public Hearing minutes from November 27, 2021. Normally those are not voted on because they are completed after the Budget Committee has finished for the year. A. Fowler asked B. Arseneau to send them to the Budget Committee before they come for the 2023 Budget Caucus in August


****W. Shorey moved, B. Johnson seconded to approve the minutes from the April 21, 2022 County Commissioners Court Session. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

1. B. Johnson stated that MCEDD is now named MCOG and she felt it would be important to allow Mathew Eddy to meet with the Commissioners regarding the program changes in MCOG. The Commissioners agreed that he could speak at Public Comment during the May 19, 2022 Court Session.

2. The Commissioners will hold a special court session on Monday, May 16, 2022 starting at 8:30 a.m. and it will be for an executive session matter only.

****B. Johnson moved, W. Shorey seconded to adjourn at 10:45 a.m. Unanimous.**

Respectfully submitted by  Waldo County Clerk
Barbara L. Arseneau