

**WALDO COUNTY FY 2006 BUDGET COMMITTEE**  
**3<sup>rd</sup> MEETING**  
**NOVEMBER 17, 2005**

**PRESENT:** Budget Committee Members Bill Sneed (Chairman), Samuel Butler, James Bennett, Richard Desmarais, Rachel McDonald, Timothy Biggs, Vicki Conover and Bradford Payne; County Commissioners John Hyk, Charles G. Boetsch and Amy Fowler; Treasurer David Parkman, Deputy Treasurer Karen Ward, Waldo County Clerk Barbara L. Arseneau, Deputy County Clerk Veronica Spear and members of the press.

**CAPITAL OUTLAY (1020) BUDGET REVIEW:**

Present for the discussion was Technology consultant James Arseneau, Dave Barter from CBE Technologies and Sheriff Scott Story.

Bill Sneed commented on the Waldo County web site and said that it was poor. B. Sneed then listed all of the counties that had web sites and what they contained. J. Arseneau explained that he was still in the process of putting the web site together and that it was there simply as a placeholder for the site. It would be developed in much more detail this year. He also explained that there were .gov and .us domain renewals that need to stay in the budget at a total of \$370.00.

**\*\*B. Sneed moved, R. McDonald seconded to reduce the web site line to \$300.00. 7 in favor, 1 abstention.**

V. Conover recommended reducing the technology budget by \$31,000.00 based on her conversation with J. Arseneau today. She was also curious about the Microsoft Office software. J. Arseneau had sent her the breakdowns and she wondered why they would be more than \$300.00. Regarding antivirus software, she had called a vendor that she works with for purchasing computers for the Islesboro School and was told they could get a software license for \$63.00 a unit. J. Arseneau explained the initial purchase included the antivirus software product and the County was not purchasing enough bulk to get a reduced rate, such as the schools qualify for. V. Conover commented about the cost per machine and mentioned that when she purchased for the school, those computers came with an upgrade. J. Arseneau reiterated that if the County was doing enough bulk purchasing, they might have qualified for the government-reduced rate, but because only three machines were being purchased, this was not the case. D. Barter of CBE Tehnologies confirmed that the County would have to purchase at least eight units to qualify for reduced pricing.

B. Sneed said he would like to see the two laptops in the Communications Center go away. V. Conover inquired about the docking station and monitors. J. Arseneau explained that one is for staying onsite to gather information and would download ready to go live with the network. The other was to be in a "grab-bag" ready to be taken offsite. Both would be important to have for the Center. V. Conover said she had encouraged J. Arseneau to look at a different anti-virus. She had called and was told that

government and school could be the same so she wanted to cut \$2,200.00 from anti-virus and cut \$2,400.00 from Communications Center laptops.

The request for technology related to the District Attorney's Office was briefly discussed and found to be acceptable.

B. Sneed wanted to reduce the W.A.N. (wide are network) line to zero. He felt it was "crazy and unnecessary." He felt it was far more than what the County could ever use. J. Arseneau said he had been told by Mid Coast that the County was already exceeding the usage that they would like to see. B. Sneed argued that a gigabyte was too much and the County "would never use it on the busiest day." J. Arseneau explained that the County cannot get a larger band width from the internet company. B. Sneed said that Adelphia would charge based on the number of packets. J. Arseneau explained that this was not the case; it is the County's fiber and the County's pipe. It is \$12,000.00 per year and there is no user fee. Mid Coast is providing the internet connection for the County offices for free. D. Barter stated that the purpose for the W.A.N. was for administrative purposes, as well.

G. Boetsch interjected that it was his understanding that the County required a certain percentage of W.A.N. for the CAD system.

V. Conover noted that the request for the Registry of Deeds was for flat screens. She felt that the size of the flat screens could be reduced to the lower cost of \$270.00. J. Arseneau explained that this was standardized on Hewlett Packard. V. Conover still had a question on a 17" monitor for a laptop. J. Arseneau told her that the County standardized on Hewlett Packard and repair is all the same. The benefit is that the County knows what it's getting. There was more discussion on content filtering and monitoring web sites. J. Arseneau explained that he recommended Symantec for content filtering. The County currently monitors web sites and blocks manually. Symantec does this automatically and has a corporate component.

**\*\*V. Conover moved to reduce the technology by \$35,340.00 as follows:**

<b><u>Commissioners:</u></b>	<b>\$1,000.00 ("to shop the package better")</b>
<b><u>Symantec:</u></b>	<b>\$2,200.00</b>
<b><u>Communications:</u></b>	<b>\$2,400.00</b>
<b><u>W.A.N.:</u></b>	<b>\$25,000.00</b>
<b><u>Deeds:</u></b>	<b>\$470.00</b>
<b><u>WEB:</u></b>	<b>\$4,270.00</b>
<b>TOTAL:</b>	<b>\$35,340.00</b>

**Motion died for lack of second.**

B. Sneed expressed his view that the technology budget was "way out of line in comparison to last year." He had spoken with the Sheriff regarding the CAD system and the Sheriff had he said his preference is for the less expensive CAD system. S. Story,

who was present, stated that, if money was no object, the more expensive Spillman system is a better product. He had checked with his colleges and for what he does, it would work. He added, however, "I would never attempt to second guess Jim Arseneau. I'm ignorant of this stuff. This is just one function - the Communications Center has a different function." B. Sneed said that he had looked and could not find Spillman, whereas IMC is in dozens of police departments in Maine, Massachusetts, and Rhode Island. J. Arseneau pointed out that the difference between the two is the training and support. Spillman licenses for the County; IMC does for Belfast, etc. Cumberland County has both. J. Arseneau commented, "Spillman is not a Cadillac. There are others, such as Motorola, etc." B. Sneed countered that there are hundreds of companies. V. Conover asked if IMC uses Arcview. J. Arseneau responded that they do not.

When asked, J. Arseneau explained that Cirulean is a MDT (Mobile Data Terminal) and it cannot be used for running any other software other than pulling up information regarding license checks. He added, "If you are talking about a laptop, there is hardly anyone using it. Even Cumberland County doesn't. Lincoln County has used data packet service for their mobile units."

V. Conover asked S. Story if they share data with these counties. S. Story said it would be nice to have them all share the same thing. J. Arseneau explained that it is "broker software." S. Story confirmed that it would allow them to swap data and it interprets data.

S. Butler asked what the biggest purpose of all of this is. J. Arseneau replied that the company the County currently uses has changed their focus on what they are selling. Their website doesn't say anything about law enforcement support. Spillman, on the other hand will provide service for the next 20 years. S. Butler remarked that he could not believe that, technology changes so rapidly. J. Arseneau explained that those counties and municipalities that have kept up with the interface, support and training have done very well and have been happy with the product. S. Butler made his point that it is "if we had the money. We have a jail that isn't fit to put this equipment in."

J. Arseneau remarked, "The question is, what are you looking at down the road? You are going to be forced to do regionalization. You'll be linked down the road. We've got this long term information sharing to consider. To illustrate this, if a cop stopped me tonight, he would be able to know I had a ticket but it wouldn't pull out that I was suicidal or had been in jail at Hancock County. These are my recommendations: You need to look to the future. What you don't spend today, it will cost you double tomorrow. You'll have two very expensive separate systems. It would be taking a chance. You'd have many users and it is going to grow. This involves peoples' lives."

V. Conover asked Sheriff Story for a ballpark figure on arrests. S. Story estimated about 1,000 to 1,200 bookings per year. The number brought in is about the same as 1985, but the length of stay has doubled.

S. Butler asked for a rundown of how the process works with the CAD system. He was told by S. Story:

1. The call for service comes in.
2. The dispatcher types in the information and where the person is.
3. This information goes into a repository.
4. The officer responds.
5. The officer later must retrieve and fill out information.
6. An arrest generates another document.
7. Reports must go to the District Attorney and other places, depending on the incident.

S. Story further explained that it used to be that for every hour on the road, there was two hours of paperwork. Now, instead of one or two calls a night, there can be twelve to thirteen. He expressed concern that if the current CAD system failed, they would be back to one-two calls per night. He commented that the County has come a long way.

V. Conover expressed that she was “horrified by the cost,” but if this was going to be done, get good software that is compatible with Arcview. IMC might not interface. Then the County would have two very expensive separate systems. This would be taking a chance. There would be many users and it will continue to grow.

J. Arseneau commented that the officers would not have to go back to the office to handle paperwork. S. Story mentioned that they have a few spots with remote locations. He added, “When booking someone it would be great to have the medical history. The CAD system does all of this stuff.”

R. McDonald asked if the County could save up for the new CAD system and then purchase it. G. Boetsch commented that he didn’t want to “save up” because the current system might “take a digger”. J. Arseneau said it would take six months just to set up the new CAD system. J. Bennett commented that that this was a poor time to bring this up. V. Conover asked if J. Arseneau could propose a way to save up for the system. J. Arseneau replied, “You cannot get companies to project figures down the road. It will definitely cost more.” He then suggested the possibility of leasing.

B. Sneed brought up S. Butler’s comment regarding the jail and added, “You should see the Sheriff’s Department. These men are working in a pig sty and it is truly despicable.”

V. Conover asked for her memory to be refreshed as to why the County wished to replace the current CAD system. J. Arseneau explained that there are only two people in the CSH Company and their focus has become more on irrigation than Computer Assisted Dispatch equipment. When there are problems with the system, it often takes anywhere from one to three days to even get a response from CSH. It is complicated equipment. V. Conover wondered if there were any upgrades for the current CAD system. J. Arseneau responded that there have not been any upgrades for two years, when there were supposed to be. Even the 911 interface doesn’t work right.

There was discussion of how long it would take to put in another system. J. Arseneau also mentioned that other communities could be added to the CAD system. B. Sneed assumed that the CSH system would have to stay functioning in place until the information was transferred. J. Arseneau confirmed this. J. Bennett inquired about the video/audio equipment currently in the jail and asked if it was transferable. J. Arseneau replied that all but the labor and cable could be transferable. J. Bennett asked about video items in the technology budget. S. Story explained that some could be transferable, but not the audio, as it had been patched together.

**\*\*B. Sneed moved, R. McDonald seconded to reduce the technology fund to \$205,000.00. 7 to 1 (J. Bennett opposed).**

B. Sneed told J. Arseneau and the Commissioners to take the \$205,000.00 and make it work the best way they can. When asked, he told them they could figure out the priority of the expenditures.

S. Butler commented that it was great to have someone like J. Arseneau give the Budget Committee the information, as well as B. Sneed and V. Conover. B. Sneed said the problem is that the budget committee spends only a few hours on technology and J. Arseneau spends 40 hours per week. B. Sneed added, "He is as honest and reputable person and a human that walks the planet."

J. Hyk asked B. Sneed what type of message was being sent to the Commissioners regarding the purchase of the system. "Do we save for it?" he asked. He inquired about what was in the Technology Reserve. J. Arseneau replied that the funding in the reserve each year had not been as much as it should have been. J. Arseneau also asked the Budget Committee when the new CAD system was going to be purchased. He was concerned about what would happen if \$95,000.00 was used this year to start the lease and if that amount was not budgeted for this purpose next year. He also expressed concern as to how much could be purchased for technology items this year. J. Bennett replied that it would depend on what the commissioners presented for a budget. J. Arseneau asked for more clarification regarding where the County was headed with the CAD system and also inquired about a time frame. J. Hyk mentioned that, long-term, this was a planning issue. J. Arseneau asked the Budget Committee if he could enter into an agreement with Spillman. V. Conover stated that it was evident that J. Arseneau and the Commissioners were seeking direction from the Budget Committee. J. Arseneau explained that if the Commissioners used the \$95,000.00 on the Spillman CAD system, then they would be committed in terms of budgeting for the future.

B. Sneed commented, "Get IMC."

J. Arseneau replied, "It is short term thinking – I don't mean to be rude. You would have to lease even if you get IMC, but you will not have the support and training. It is a waste of money going with IMC. I'm hired to let you know what works best for the County. The best value is Spillman." B. Sneed said it was up to the Commissioners. J. Bennett

suggested putting the whole \$205,000.00 aside into a reserve. Other Committee members felt that wouldn't work.

J. Arseneau asked what would happen if the current system failed. If that happened then it would cost more to fix in a crisis than either system. He added that these numbers that have been presented won't stay the same for next year.

J. Hyk mentioned how people have known the Jail needed to be fixed since 1990 and nobody has saved much for that. He commented that the County has a poor system of planning. S. Butler contended that every year "something big comes up!" He cited the example of the recent Maine State Retirement issue. J. Hyk agreed that the County had always been reacting instead of planning.

R. McDonald suggested pulling the CAD system off the budget for 2006 and for the commissioners to come back with a lean budget for 2007. R. Desmarais added, "The world will not come to an end." Communications Director Owen Smith responded that no, the world would not come to an end but for the County, it would revert back to 2000 with a homemade system.

J. Arseneau mentioned that the County had a certain tax rate. That rate was kept low because nobody planned. He commented that the current Commissioners and Budget Committee are stuck catching all the "bologna." He understood that the group feels the figures are unreasonable, but mentioned that other counties are ahead of Waldo County and now Waldo is trying to put itself on the same playing field with these counties who have progressively planning and upgrading over the years.

B. Sneed said the \$205,000.00 included the \$95,000.00 for Spillman and the Commissioners would have to count on the good sense of the Budget Committee to fund it each year thereafter. J. Arseneau felt that it was fiscally irresponsible to sign a contract with Spillman without a real commitment to honoring that contract in the future. J. Hyk stated, "If you sign a contract, then you have to pay it, period."

J. Arseneau thanked everyone for allowing him to speak at the meeting.

#### **DISTRICT ATTORNEY (1015) BUDGET REVIEW:**

Present for the discussion was District Attorney Geoffrey Rushlau and Deputy District Attorney Leane Zainea.

G. Rushlau stated that the District Attorney's Office is "an odd aspect of County Government – it's paid by the State but the County, by statute, must provide staff, office support and it is recommended to provide a Victim/Witness Advocate."

The biggest increase is line 3102 for the P/T Child Advocate (described in summary). Most of it is covered by a grant which is flat funded, which Knox and Waldo share. The increase is predominately the health insurance (dependent coverage), which had to budget

for. He discussed the individual employee's situation regarding the health insurance coverage.

The contractual and commodities are virtually the same. The Commissioners had increased the mileage due to exorbitant gas prices. Capital Outlay is lower than last year.

B. Sneed asked about fire wall. G. Rushlau said it was software for the prosecution. Several counties have gone from METRO to DSL. R. McDonald asked why that was not part of the technology budget. G. Rushlau said that it was unique to the D.A.'s Office. T. Biggs asked if the health insurance would cover the dependant out of the country. G. Rushlau said that he was not certain but would hope so. J. Hyk commented that the district attorney's budget over the past few years has been smooth.

**\*\*S. Butler moved, T. Biggs seconded to pass the District Attorney's budget as presented. Passed 7 to 1 (J. Bennett opposed)**

#### **E.M.A. (1010) BUDGET REVIEW:**

Present for the discussion was Interim E.M.A. Director Jethro Pease.

J. Pease said there is one full-time director and there were two part-time EMA Clerks. Additionally, there are two people funded through VISTA & LEPC grants. He mentioned that all expenditures except major building repairs are reimbursed 50% by the Federal Government, filtered through the State.

J. Pease has held three EMA meetings so far since taking over the Director's position. The Town EMA Directors had not met for 3.5 years and now they meet monthly. Eventually, this will be quarterly. There have been meetings with the fire departments and a few police.

The two part-time EMA Clerk positions will now become one full-time Administrative Assistant position. One part-time employee plans to retire and the other one will be eligible to apply for the full-time position.

One of the biggest problems has been the record keeping and education that have not been done with the other towns. The biggest function is planning. He also explained the Administrative Assistant position may not be filled right away. Whoever takes that position will need some training and one of the part-time employees may need to be kept on for while during the training process.

B. Sneed thought that line 4600 was moved to Facilities Management. J. Pease said he would discuss that later. He also recommended reducing line 4306 to \$3,800.00.

R. Desmarais mentioned that a generator pad was put together in Searsport. Materials to build, house and move the generator over are needed. J. Pease stated that this was not in the EMA budget. He suggested that a grant might need to be applied for. J. Hyk stated that he was not aware that the County was going to maintain the generator that the

County had donated to Searsport. J. Pease responded that the County promised that it would be in working condition, which it had not turned out to be. If it was too expensive to bring it into working conditions, he would recommend contracting with Central Maine Diesel. R. Desmarais inquired about who was going to maintain the generator. He felt it was not a Searsport expense. J. Hyk asked if this could be written up.

B. Sneed questioned line 4600-Repairs & Maintenance. J. Pease explained that it was for the communications equipment, radios, etc. and that it was reduced compared with last year. He recommended eventually combining lines 5350, 5355 and 5360 as one line item.

J. Pease shifted attention to the Facilities (1030) budget. He recommended cutting line 4304 to \$4,800.00 from \$5,000.00. He had looked at trends and everything should be fine. He recommended reducing 4609 to \$5,200.00, reducing 4616 to \$600.00 and reducing 4628 to zero. The reason money was put into 4628 was because the facility needed to be cleaned better. J. Pease mentioned that he had been working on organizing and disposing of unnecessary items from the office and as for cleaning the EMA facility, all that was needed was to call Corrections and have a trustee come and clean. He has had no problem with the trustees. It saves the County money plus the inmates are happy to do it.

R. Desmarais inquired about fuel, as he had understood that with EMA taking up 1/3 of the Jail space, fuel was separated out for that. B. Payne wondered about budgeting for fuel for the generators. J. Pease said that it was a gamble and you have to test them on a regular schedule, but there generally wasn't much fuel used.

J. Hyk related that that "the ball got dropped" on the Homeland Security Grant and how Grant Writer/Archivist Cheryl Coats picked it up and took care of it, as S. Story would attest to.

S. Story explained that every year there is grant money that is easy to apply for such as for laptop computers. Some grants are more difficult to apply for. You need someone who can do RFP's and Cheryl Coats knew how to do it and received \$10,500.00. It benefits several departments other than the law enforcement and emergency response departments. J. Hyk mention that it remains to be seen how the Homeland Security Grant turns out but once she was given it, C. Coats took care of it immediately.

R. Desmarais commented that Jethro has sparked a lot of interest and got people in towns going again. J. Pease said that he had to give credit to Dick Ditmeyer, and others as well who had started the ball rolling about one month before he started filling in as Director.

J. Pease commented that EMA should be an administrative entity only for HAZMAT.

**\*\*B. Sneed moved, R. McDonald seconded in accepting the EMA budget as presented. Unanimous.**

- The next meeting will be held on December 1, 2005 and the budgets to be reviewed will be 1030, 2040, and 2050 budgets. The Reserves should also be discussed.
- The Public Hearing will be held at the Maine District Court in Belfast on December 14, 2005 at 7:00 P.M.

J. Hyk asked D. Parkman if he had any predictions regarding surplus. D. Parkman replied that surplus is money leftover from the previous year's budget. For the past couple of years he thought it had been about \$150,000.00. Last year there was about \$106,000.00 in surplus. \$50,000.00 was used to reduce taxes and the other \$55,000.00 was put into Reserves. "It's all how we come out," he commented. "You did such a good job cutting fat last year we didn't have much. We won't know until January – when the year is done."

J. Hyk remarked that when the Budget Committee cuts the budget, that is good, but if they cut too much, then there is not enough surplus funds to operate the County until the Tax Anticipation Note kicks in. D. Parkman stated that he has to worry when money like technology is going to be spent; then you have to borrow enough to pay the bills. Last year was the first year the County didn't have to borrow more money.

B. Payne asked who gives the Commissioners "the heads up?" J. Hyk responded that they work on it together and it also depends on how much the Budget Committee says can be spent.

There was brief discussion of Bond Council, the recommendations Council had made and it should be handled.

**\*\*B. Sneed moved, R. McDonald seconded to adjourn the meeting at 8:30p.m.  
Unanimous.**

Respectfully submitted by \_\_\_\_\_  
Deputy Waldo County Clerk