

**WALDO COUNTY COMMISSIONERS COURT SESSION
OCTOBER 11, 2005**

PRESENT: Commissioners John M. Hyk (Chairman), Charles G. Boetsch and Amy R. Fowler, Treasurer David Parkman, Deputy Treasurer Karen Ward and County Clerk Barbara Arseneau.

TREASURERS REPORT:

Present for this discussion was Treasurer David A. Parkman and Deputy Treasurer Karen J. Ward. D. Parkman reported that half of the Tax Anticipation Note has been paid back in the amount of \$1.6 million. He sent a letter of appreciation to the twelve municipalities who paid in September. At this point, fifteen municipalities have paid, and all have paid in full.

REVENUE:

D. Parkman reported that Deeds fees are on track and have been received at 83% of the anticipated 2005 revenue.

APPROPRIATES/EXPENDITURES:

83% could have been expended at this point in the year, and no department is over budget. The total expended so far is 72%. J. Hyk noted that no money had been spent in the EMA 4306 line and asked that an inquiry be directed to this department. He noted that other lines in this department were also unexpended.

D. Parkman wondered how the court schedule would affect the inmate-boarding costs. He wondered if the way things are going there might be more surplus than expected but acknowledged that it was too early to tell. B. Arseneau mentioned that the Sheriff had found a substantial leak going on at the Jail that had driven up the water/sewer expenditure. The leak has been resolved, but that line item was expended more than anticipated.

RESERVE ACCOUNTS AND WARRANTS:

D. Parkman read the expenses from the Restricted and Active Accounts. J. Hyk wondered if money is funded to the Reserve accounts at the beginning of the year or at the end. K. Ward explained that they are shown on paper as if they were funded, so expenditures and balances are accurate, but are not physically funded by transfers until the end of the year. J. Hyk felt that the Courthouse Reserve should be "beefed up."

****G. Boetsch moved, A. Fowler seconded authorizing payment of the September 27, 2005 Active & Restricted accounts in the amount of \$4,122.62. Unanimous.**

****G. Boetsch moved A. Fowler seconded authorizing payment of the September 27, 2005 regular warrant in the amount of \$113,310.55. Unanimous.**

****G. Boetsch moved, A. Fowler seconded authorizing payment of the October 11, 2005 Restricted & Active accounts in the amount of \$16,048.57. Unanimous.**

****G. Boetsch moved, A. Fowler seconded authorizing payment of the October 11, 2005 regular warrant in the amount of \$1,650,693.30. Unanimous.**

****A. Fowler moved, J. Hyk seconded accepting the Treasurer's Report. Unanimous.**

FY 2006 BUDGET – THIRD REVIEW:

B. Arseneau briefly reviewed the changes that had been made in the budgets since September 27, 2005. G. Boetsch and A. Fowler stated that they hadn't realized that the Records Preservation (2040) budgets were two separate budgets – one using the current Archive location, the other planning for a new location - and only one would be chosen.

B. Arseneau supplied a list of pay increases that had been voted on and were still in effect from the July 12 and August 2, 2005 County Commissioners Court Sessions along with those still in effect at this point from the August 30, 2005 Court Session. They were as follows:

- The 3% “cost-of-living” (COLA) increase for all employees not receiving special increases will be applied to all others.
- The Communications Center Shift Leaders will receive a 3% plus a 7% increase.
- The Facilities Manager's salary for 2006 will be \$31,000.00.
- The County Clerk's salary for 2006 will be \$43,000.00.
- The Jail Administrator's salary would have been \$44,600.00 if he had not resigned. The starting salary for the new Jail Administrator will be \$40,904.34.
- The Lieutenant's salary (20-year level) will be an 8.45% increase to \$20.54 per hour.
- Part-time deputies will earn \$12.30 per hour in 2006 (not Receiving 3% COLA).

A study of all other part-time hourly wages will be performed and recommendations made for the 2007 fiscal year.

A new set of pay scales will be recommended for full-time employees for fiscal year 2007.

A new pay scale had been established for part-time employees. It was set up with two classes, Class I (all part-time deputies with our without certification at \$12.30 per hour) and Class II (all remaining part-time employees at \$10.98 per hour.)

The Commissioners then reviewed the FY 2006 Budgets for the third time as follows:

EMA BUDGET – 1010:

There were no changes.

DISTRICT ATTORNEY BUDGET – 1015:

****G. Boetsch moved, A. Fowler seconded cutting the funding for the couch at \$600.00 and replacing it with a pine bench at \$150.00. Unanimous.**

COMMISSIONERS BUDGET – 1020:

****G. Boetsch moved, A. Fowler seconded cutting the County Clerk's budget to \$40,000.00 because 21% was too much. Discussion:** J. Hyk felt the original figure was fair. He felt that it should be brought to the top of the bottom third and that the position should not be penalized. He asked why this was being revisited because the salaries had been set. G. Boetsch stated that the Commissioners were revisiting the budgets, which included this. **Motion failed, with two opposed and G. Boetsch in favor.**

****G. Boetsch moved, A. Fowler seconded removing the WAN (Wide Area Network at \$123,000.00. After brief discussion, A. Fowler rescinded her second and G. Boetsch rescinded his motion.**

TREASURER'S BUDGET – 1025:

No changes.

FACILITIES MANAGEMENT BUDGET – 1030:

****G. Boetsch moved, A. Fowler seconded reducing the Facilities Manager's budget to \$31,000.00. Motion failed with two opposed and G. Boetsch in favor.**

J. Hyk stated that he had requested that Architect Robert Fenney look at the various roofs of the County buildings to figure out what needed to be repaired and/or shingled in 2006.

****G. Boetsch moved, A. Fowler seconded removing funding for the air conditioner in the lobby of the District Courthouse on the main floor. Passed by two, with J. Hyk abstaining because he felt he did not know enough about the matter to vote.**

****G. Boetsch moved, A. Fowler seconded removing \$4,000.00 from paving for the District Courthouse driveway.** Concern was expressed about the handicap parking on the side and the rough pavement there. The Commissioners decided to wait and speak with Architect Robert Fenney. No vote was called.

The Commissioners called Technology Consultant J. Arseneau on speaker phone to inquire about the WAN. J. Arseneau explained that there were several components. Some involves 75% of that cost in order to support the law enforcement side of it. He explained that a server is needed to support the law enforcement software. A domain controller could control all the P.C.'s across the County. Right now each one is "its own island." With a domain controller, it would allow for better centralized control for doing adds, drops and changes. It would also allow access from the outside for Email and other files as appropriate. It would further allow other agencies to have access to shared information. When asked, J. Arseneau explained that the most significant piece of this is the networking internally with an exchange server. With this server, certain information stays within the County. It could be utilized as a central point, for example, for a central calendar of events occurring in the County departments, etc. J. Hyk asked what would happen if they did not do the WAN this year. J. Arseneau responded that 70-75% of the cost would have to be moved back to the law enforcement budget. He explained that this serves dual functions- it serves employees county-wide, but also serves the law enforcement. He recommended that the Commissioners fund this and do it all this year. If they waited and revisited this two years from now, there would be duplicity and unnecessary costs in terms of installation. G. Boetsch stated that the CAD system "must be driving this." J. Arseneau informed him that it was not. From an administration standpoint, for example, if a user needed to be added, there would be no need for someone to physically go that department to make that administrative change. It could be done remotely. The Commissioners thanked J. Arseneau and terminated the telephone call. They discussed the matter briefly and decided to leave the WAN in the budget request.

COMPENSATION STUDY UPDATE:

Present for this discussion were Human Resources/Payroll Director Michelle Adams, County Clerk Barbara Arseneau, Deputy District Attorney Leane Zainea, Register of Deeds Deloris Page and Register of Probate Joanne Crowley.

L. Zainea told the Commissioners that rather than just having Winters Associates try to provide a pay scale and classification system, the Commissioners should draw up an actual contract with deadlines and time frames. There had already been confusion about the expectations of this project and she felt that things needed to be clearly defined in writing. There was brief discussion about creating a Task Force to continue on with this project and L. Zainea suggested including Budget Committee member Wilson Hess on that Committee. Perhaps one commissioner should also serve along with a budget committee member. Voting rights were briefly discussed, along with the need for the Committee to have an odd number of members for voting purposes.

On another matter, G. Boetsch asked M. Adams if the specialized H.R. software she had purchased was working. M. Adams said she was slowly adjusting to it, but had found a few issues with recording vacation time. She would continue to work with it and get some assistance from the outside vendor.

SHERIFF'S BUDGET – 1075:

Present for this discussion were Sheriff Scott Story and Chief Deputy Robert Keating. S. Story started the discussion by mentioning that he had been asked if he could do with less than three new vehicles. R. Keating stated that things had been working well with the system of consistently purchasing three vehicles each year. Two go to the Patrol Division and one goes to Corrections. It “keeps the fleet rotating out at under 200,000 miles,” he explained. He briefly read a list of mileage that had been racked up on some of the vehicles. He reminded the Commissioners that vehicles aren’t purchased until spring of the year. The odometer now may read \$120,000 miles but this does not include idling time at details and accident scenes. If the Commissioners decide to fund only two vehicles, the Sheriff’s Office would “make do,” but it would have a “ripple effect.” When three vehicles are purchased, they Sheriff’s Office sells three of the older vehicles. Some need to be kept as spares for the unmarked cars and when other cars are under repair. Purchasing fewer vehicles means racking of higher mileage on the spare cars. The current fleet is 23 in Patrol and 6 in Corrections. “Can we live without one?” he asked rhetorically. “Yes, but will it set us back? Definitely. It will affect the gains we’ve made.” S. Story confirmed these statements and reiterated that when three cars are purchased, three are sold. He emphasized the need to have safe, reliable cars to drive. Reducing the number purchased might make it so that the Sheriff would end up asking for four vehicles another year. He explained that this situation had been fixed a few years ago when the Budget Committee and Commissioners established the system of purchasing three cars each year and he hated to see this go backwards. He added that he did respect the reasons for trying to reduce costs this coming year.

G. Boetsch asked if the current CSH CAD system could keep running. S. Story replied that one of the experts on the Budget Committee, who know the industry, had commented that the Sheriff’s Department was already in trouble. S. Story half-joked, “We can go back to typewriters and ribbon,” if the system crashed, but said it would be very detrimental, especially for the Dispatch side of things.

J. Hyk reminded the group that the Commissioners had established a Technology Task Force a number of years ago and a group of people came to these conclusions. He stated that things had been running very well. “At least we didn’t waste money on wrong equipment and systems.” He recalled that the current CAD system “came with Belfast” when the County absorbed Belfast’s dispatching.

S. Story did not think that the CSH company was “going down,” they were still doing business, but they did not have a large clientele and do not keep up with the upgrades.

G. Boetsch told S. Story that he would not be purchasing an S.U.V. S. Story told the Commissioners that he “could live with that.”

S. Story then introduced new Jail Administrator Robert Tiner to the Commissioners.

J. Hyk asked R. Keating if he would be willing to serve on a Task Force to hunt for a new E.M.A. Director, and R. Keating agreed.

LUCILLE PAUL PROPERTY:

Present for this discussion was Attorney Lee Woodward, and Sheriff Story and Chief Deputy Keating also sat in on the discussion.

L. Woodward showed the Commissioners a print of a partial survey of the property that shares a boundary of approximately three hundred seventy-five (375) feet in length with Lucille Paul’s property. He informed the Commissioners that the actual boundary, in one location, passes through the barn on the Paul property. Also, the access to the Paul property is over the shared driveway, which is located on County property. He briefly detailed the history of the properties being “bounded by contemplated streets” of both boundaries in the past. He researched a street that had never been accepted. It was treated as abandoned and each property would own to the center line. According to the 1854 registry, the barn and house were at the same configuration. He told the Commissioners that they could spend \$10,000.00 trying to figure out where Spring Street would have extended.” He also informed the Commissioners that Mrs. Lucille Paul has her property under contract to sell, and this was when the situation came to light. He explained that Mrs. Paul and the Bank need to have the barn and parking that is currently owned by the County. The County’s property runs through about 4’ of the barn. The County currently parks their vehicles within just feet of the barn. L. Woodward recommended that all take an “on-site look.”

S. Story stated that Lucille Paul has been “the absolute best neighbor we could have ever asked for.” He described the excellent relationship the Paul’s and the County had shared and the many good deeds Mrs. Paul had done for the Sheriff’s Office and Jail over the years. He explained that the only thing the County really needed to maintain is where the driveway and parking are concerned, and would not give up any portion of the driveway and parking they currently have. A new line was suggested, which went right to the edge of the barn. (Architect Robert Fenney was now present, and suggested that it needed to clear the roof line, which was about 12’ to 18’.)

G. Boetsch asked how much it would cost to clear the title. J. Hyk said he didn’t view this as “a money-making venture.”

****G. Boetsch moved, A. Fowler seconded that the County receive a figure of \$2,400.00 to transfer some of the property. Discussion:** A. Fowler said she had seconded this for discussion, but she disagreed with G. Boetsch in requesting money for the transfer, particularly since the Paul’s had been such good neighbors. **Motion failed, with two opposed and G. Boetsch in favor.**

S. Story said that the County’s inmates shovel snow near the Paul’s garage and told the Commissioners that Mrs. Paul has often brought cookies and lunch, etc. for the inmates.

R. Fenney suggested that a surveyor and the Sheriff stake this out. S. Story requested that R. Fenney take a look at it, too. R. Fenney agreed.

L. Woodward commented that everyone always thought the property was 6' north and that was obvious by the paving, the fence, etc.

FACILITIES REPORT:

Present for this discussion was Architect Robert Fenney and Facilities Manager James Conley.

R. Fenney told the Commissioners that the roof of the Sheriff's "House" needed to be repaired and shingled, including the main portion with the gable and the wing, etc. He commented that the County needs to figure out if they will be keeping this for five years, in which case the whole roof needed to be replaced. If this was only going to be kept for one-to-two years, he recommended replacing on the sections "in dire need." He said it needed to be patched now, if the County could find a contractor. Estimating removal and replacement were briefly discussed, along with the various approaches. It would need to be clearly spelled out. J. Hyk confirmed that it was definitely leaking. S. Story said that you could actually see through the roof in the attic near the chimney. Other places in the building have water stains from other leaks. The guess was that it might cost about \$9,000.00 to do.

There was discussion of why the budget request for roofing was cut at the last meeting. G. Boetsch commented that the Commissioners had sent the Facilities Manager out to look at potential problems and he found leaks. He wondered why the Sheriff had never complained. R. Fenney stated that they could patch it with tar for another year, but if the County was going to keep it longer, or try to sell it, he would recommend fixing only two of the roofs. S. Story stated that it was more of a case of using \$45,434.00 to go a lot farther toward a suitable facility. "You can't turn a sow's ear into a silk purse," he remarked.

R. Fenney said there were other issues with the building and that it was "on borrowed time."

DISTRICT COURTHOUSE:

R. Fenney explained that the north and east are in pretty good shape. He felt that they could do very little on it this year, but in two years they should be talking about replacing it, as it was coming to the end of the twenty-year cycle. J. Hyk suggested putting \$10,000.00 in the Courthouses Reserve. He recommended that they either get the reserve account up from \$10,000.00 to \$20,000.00 or start budgeting for a roof.

R. Fenney stated that the Reserve account keeps it "smoothed out" from year-to-year. The County will constantly be replacing roofs, boilers, etc.

J. Hyk questioned the paving in the handicap access area at the front of the District Courthouse. R. Fenney explained the proper method and compliance details, and recommended that this be "piggy-backed" with another project. Slopes and approaches were discussed. When the addition on this building was added, the ramp up front had been used the most. It was noted that the lower access is being used a lot more especially now that Probate Court is held in this building. He estimated the cost to redo the ramp up front and the paving on the side at between \$6,000.00 to \$8,000.00. J. Hyk asked why asphalt was not being recommended instead of concrete because of rock salt eating away at it. R. Fenney stated that a step cannot be built out of asphalt. He emphasized that with current laws, handicap issues cannot be neglected. G. Boetsch commented that OSHA hadn't written them up yet. R. Fenney

stated that this didn't matter. The County would have no leg to stand on. Courthouse ADA compliance was at the top of the list. R. Fenney said that before he could do anything, a number needed to be supplied for budgeting. (It was later understood that this had been budgeted for 2005, but it couldn't be done this year.) J. Hyk asked J. Conley to obtain an estimate from Lane Construction. R. Fenney said he would help J. Conley put this together.

UNIVERSITY OF ME COOPERATIVE EXTENSION:

There was discussion about redoing that handicap ramp access as well. The pitch needs to be correct, among other things. G. Boetsch asked about the paving the driveway and parking lot there. R. Fenney said he wasn't aware of that and did not know. \$15,000.00 was budgeted for this ramp. J. Conley stated that he had received that quote from Marriner of Camden. R. Fenney stated that paving was one issue and a ramp is another. J. Conley thought it would be easier to move around in a wheelchair if the driveway were paved. R. Fenney thought that \$15,000.00 was a good figure, based on landscaping, concreting, etc. It would require a concrete retaining wall to keep it from eroding. G. Boetsch asked if both needed to be fixed. J. Hyk suggested taking \$20,000.00 and putting it toward a reserve.

****G. Boetsch moved, A. Fowler seconded doing the ramp for \$15,000.00 and cut the \$20,000.00 for paving. Unanimous.**

R. Fenney suggested paving in groups, as it is more cost effective.

The District Courthouse roof was briefly discussed and it was decided that only minor patching would be done, so \$500.00 would be funded rather than \$6,000.00.

J. Hyk inquired about the condition of the Jail roof. R. Fenney asked if they would be continuing with the style of roofing work that had been done before. J. Conley remarked that the roof "leaks like a sieve – we need to do the second half. It leaks near electrical things and seeps in between walls. He believed he had obtained that estimate from G.R. Roofing. When asked if this price included the material underneath, J. Conley said he thought so. S. Story expressed concern over the price appearing to be the same as a few years ago. R. Fenney thought putting more in reserves would cover any possible excess cost.

ARCHIVE/LAW LIBRARY:

G. Boetsch asked if the County should paint the courtroom and the law library. J. Conley stated that it was his opinion that if this was done in 2006, the building would be completely painted on the interior. He said his aspect was to maintain the buildings.

****A. Fowler moved, G. Boetsch seconded not painting the Superior Courthouse in 2006. Unanimous.**

HANDICAP PARKING – SPRING ST. SIDE ENTRANCE:

R. Fenney stated that about 20' by 40' needed to be paved. It was not "shimmed properly," and needs to be redone. He recommended adding at least 15% to the estimated price that had been received because this and the ramp up front could not be done in 2005. J. Hyk thought \$8,000.00 would cover the ramp work, asphalt and railing. R. Fenney asked if the railings would be painted steel railings or something else. When asked, he said that the cheapest is painted steel but it would require re-painting on occasion. There are other options, but they get more expensive.

The Commissioners expressed their concern that ADA compliance has not been addressed in a timely manner. Trying to get the ramps done in 2005 was discussed. R. Fenny argued that it was “foolhardy” to rush it this year, and they should do it properly.

****A. Fowler moved, J. Hyk seconded budgeting \$10,000.00 as a tentative figure for handicap ramp replacement at the District Courthouse. Passed by two, with G. Boetsch opposed.**

HEATING ISSUES:

J. Hyk asked how the valves in Superior Courthouse were coming. J. Conley responded that he ran estimates by R. Fenney. R. Fenney said it should have listed which brand and type, but companies don’t want to give that kind of information in their specs. The Commissioners authorized J. Conley to work with R. Fenney to get these installed as soon as possible.

J. Conley reported that he had learned that entrance ways to bathrooms had to ADA compliant. J. Hyk instructed J. Conley to research how many there were and what needed to be done.

D.O.L. INSPECTION:

All told, there were 70 violations and J. Conley reported that 62 were resolved. J. Conley has started the fence at the Jail. An appeal for extension has been sent for the following:

1. Emergency light replacements in the Co-op Extension and Superior Courthouse.
2. Exit of the historical doors at the Sheriff’s building. He would need to speak further with Mike LaPlante, as this was also an historical building issue.
3. Emergency evacuation plans on the walls. He would be working with J. Pease on this.

An appeal for the fines had also been sent.

G. Boetsch expressed concern over L.D.#1 and Waldo County staying under this cap. Treasurer David Parkman, who came back into the meeting, argued that many municipalities would be “thumbing their noses” at this law.

CORRESPONDENCE

Present for reviewing correspondence was County Clerk Barbara Arseneau.

1. The Knox County Commissioners sent an invitation to welcome Knox County’s first County Administrator Jane Desaulniers. G. Boetsch will attend.
2. Archivist Cheryl Coats sent a notice of old vouchers to be discarded, dated October 3-7, 2005.
****G. Boetsch moved, A. Fowler seconded authorizing the destruction of the vouchers listed on the October 3-7, 2005 document. Unanimous.**

3. The Commissioners received a letter from Debra and Albert Ludden requesting two separate things. The first request was for repairs to their section of West Chase Road in Jackson, including resurfacing, ditching and repairs of a culvert. The Ludden’s sent a written request dated August 16, 2004 for these repairs to be performed by the Town of Jackson. There had been no response at this time. Furthermore, that letter also requested that the West Chase Road, leading from Route 7 extending easterly to their residence be designated year round maintenance beginning with winter 2005-2006. The Ludden’s later learned that during the September 16, 2005 public hearing at the Jackson Town Office, their portion of the West Chase Road was voted to remain on the list of roads closed to winter

maintenance for another ten years. They wished to appeal this decision and the lack of other repairs to the County Commissioners. The Commissioners instructed B. Arseneau to send copies of statutes and laws detailing how to proceed with a petition and the deadlines for such.

4. The County Commissioners received a copy of a letter from full-time Corrections Officer Darren Nadeau resigning from that position. He requested that he be allowed to stay on part-time whenever he was available.

****G. Boetsch moved, A. Fowler seconded accepting with regret the resignation of full-time Corrections Officer Darren Nadeau and noted that he would serve part-time as available. Unanimous.**

5. Human Resources/Payroll Director Michelle Adams will have completed one-year of employment with the County on October 12, 2005. Her pay will increase from \$14.97 to \$15.61 per hour. The Commissioners noted this.

6. B. Arseneau supplied the County Commissioners with a list of 2006 Budget Committee Members. The Commissioners recommended that a tour of the facilities be set up, and then hold the first Budget Committee Meeting, if the Budget Committee was agreeable.

7. Grayson Hartley sent a memo to all Jail Research Committee members and forwarded a copy to B. Arseneau. It indicated that things had gone well with the Jail Research Report during the September 13, 2005 County Commissioners Court Session. It also stated that the Committee should wait until they hear from the Commissioners and consultant services before proceeding. The Commissioners agreed that, once the budget had been passed, they would know better how to proceed. G. Hartley also requested a copy of the FY 2006 Budget Request and Reserve Accounts. B. Arseneau had sent him an Email explaining that the Commissioners were not finished and were planning on doing more budget work during today's meeting. The reserve accounts had not been set yet and also needed to be discussed today. Kathy Littlefield had called on October 7, 2005 out of concern for what was printed in the Republican Journal the previous week. She thought part of the budget cut by the Commissioners included the funding requested by the Jail Research Committee for FY 2006 study and research. B. Arseneau explained that it was only the referendum planning costs that were cut because the Jail Research Committee had sent a strong message and the Commissioners felt that they should not attempt to hold a Jail referendum during 2006.

8. A survey of Court security for Probate Court in all Maine Counties was provided to the County Commissioners. B. Arseneau sent out the survey and V. LaBreck put the data into a spreadsheet.

9. Communications Director Owen Smith sent a memo requesting that the County Commissioners consider establishing a Communications Reserve for radio systems, preferably in the amount of \$40,000.00 for 2006 or a minimum of \$30,000.00. He cautioned that at "today's prices," it would take four years at \$40,000.00 to have enough money to finish the build-out of the microwave system.

10. B. Arseneau shared the following information with the Commissioners: According to the Maine Municipal Roads Manual, the County Commissioners do not have the authority to review or reverse the municipal officers' determination of abandonment or to determine the legal status of a road, although the issues of abandonment may arise where persons seek to have the Commissioners order a municipality repair a way under M.R.S.A. Title 23, § 3651-3653.

11. Archivist Cheryl Coats sent a memo detailing the concept for setting up the Waldo County Archive in the law library. This included moving the stacks lengthwise down the long part of the law library and placing the law library books, table, etc. in the square near the attorney's break room. The Archive would have the long section of the room and the law library would be where the Archive stacks, table, microfilm camera and flat file cabinets are presently. Judge Marden and Attorney Bill Dawson both expressed their opinion that it would be more comfortable for those involved in the court process if the locations were swapped. C. Coats stated that Judge Marden had asked Deputy District Attorney Leane Zainea her opinion, but she had expressed none at that time. C. Coats inquired if the Commissioners wanted her to move these items now or wait to see if the Budget Committee approved a new space for the Archive. She mentioned that Superior Court is only scheduled to meet seven days between now and the end of the year and further mentioned that if the Archive had more space, the Mylar containers could be moved out of the Grand Jury room and the map file could be moved out of its current location in the Deeds Office. She also suggested that whoever owns the two extra desks, file cabinet and shelf unit that are currently stored in the other end of the room will need to remove them as they appear not to be used. The Commissioners decided that this move should wait until after the Budget Committee decides on the current space or new space for the Archive.

COMMUNICATIONS CENTER BUDGET – 1076:

****G. Boetsch moved, A. Fowler seconded doing two consoles in 2006 and two consoles in 2007. Passed with two in favor and J. Hyk opposed.**

ADVERTISING AND PROMOTION BUDGET – 1080:

The Commissioners decided to leave Time & Tide RC & D's request in.

RECORDS PRESERVATION – 2040:

G. Boetsch reviewed the history of this matter and stated that he wasn't looking for this to become a department. He asked if this was what the Commissioners had intended to create and asked for their thoughts. J. Hyk stated that the Commissioners, with the aid of Cheryl Coats, had learned a lot more than before they started on the records preservation project. He stated, "The Commissioners have the fiduciary and moral obligation to maintain Waldo County's records." There was further discussion of processing records. G. Boetsch did not think that this was supposed to be permanent. B. Arseneau submitted the most recent budget justification explanation that had been received from Cheryl Coats and this was reviewed briefly. There was also brief discussion of the short-term assistant that was being added to Cheryl's company. The Commissioners requested that B. Arseneau create two cover and percentage sheets with the two different Records Preservation budget requests.

GRANT WRITING BUDGET – 2050:

****G. Boetsch moved, A. Fowler moved to approve \$15,000.00 for Grant Writing. Passed with two in favor, and J. Hyk opposed.**

RESERVE ACCOUNTS:

There was short discussion regarding the recommendation of the Jail Research Committee that funding be put aside for further study of the options they had presented. The Commissioners recommended setting aside \$100,000.00 in a reserve, with no more than \$50,000.00 being used for this study. They recommended funding \$100,000.00 in the Future Land and Buildings for new Jail costs.

****G. Boetsch moved, A. Fowler seconded removing the Maine State Retirement Reserve, as the debt had been paid. Unanimous.**

COMMISSIONERS MISCELLANEOUS BUSINESS:

EMA Director Richard Farris resigned on September 29, 2005. Former Commissioner Jethro Pease was asked for Jethro Pease to fill in as Interim EMA Director. J. Hyk requested that a panel comprised of Commissioner Boetsch, Robert Keating, Rena Lebowitz from MEMA to interview a new EMA Director.

****J. Hyk moved, A. Fowler moved to accept Jethro Pease as Interim Director for no more than 120 days. Unanimous.** It was mentioned that he should be sworn in.

G. Boetsch asked for B. Arseneau to contact an attorney for an opinion on the Budget Committee's authority on revising the Budget, particularly salaries.

MINUTES APPROVED:

****G. Boetsch moved, A. Fowler seconded approving the December 21, 2004 County Commissioners Court Session Minutes. Passed by two with one abstention (A. Fowler.)**

****G. Boetsch moved, J. Hyk seconded approving the minutes from the December 9, 2004 Waldo County Commissioners Court Session.**

****A. Fowler moved, G. Boetsch seconded adjourning the meeting at 2:35 p.m. Unanimous.**

****A. Fowler moved, G. Boetsch seconded reconvening the meeting. Unanimous.**

****G. Boetsch moved, A. Fowler seconded funding \$40,000.00 for the Microwave Build-out in a reserve. Unanimous.**

****A. Fowler moved, G. Boetsch seconded accepting the budget changes as made today. Unanimous.**

****J. Hyk moved, A. Fowler seconded moving to adjourn at 2:45 p.m. Unanimous.**

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