

**WALDO COUNTY COMMISSIONERS COURT SESSION
MARCH 11, 2008**

PRESENT: Commissioners John M. Hyk (Chairman), Donald P. Berry, Sr. and Amy R. Fowler. Also present were Treasurer David Parkman, Deputy Treasurer Karen Trussell and County Clerk Barbara Arseneau.

TREASURER'S REPORT:

D. Parkman informed the Commissioner that the County has borrowed \$250,000.00 as of today from the Tax Anticipation Note. He remarked that this is the latest in the year the County has borrowed money in a very long time. He explained that increasing the overlay as allowed by statute has "made all the difference."

REVENUE:

21% of all 2008 anticipated revenue has been received to date, which is more than the 18% it could be at this time of the year. D. Parkman commented that the only problem is the "age-old problem" of expenditures in the part-time budget line at Communications Center.

D. Parkman read expenditures for the February 29 and March 11, 2008 Reserve Accounts.

**** D. Berry moved, A. Fowler seconded to accept Treasurer's Report as presented. Unanimous.**

The Commissioners voted on authorizing payment of the warrants as follows:

****D. Berry moved, A. Fowler seconded to authorize payment of the February 29, 2008 Capital and Restricted Reserve Accounts warrant in the amount of \$5,911.84. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the February 29, 2008 Regular warrant in the amount of \$45,471.17. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the March 11, 2008 Restricted Reserve Accounts warrant in the amount of \$4,287.72. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the March 11, 2008 Regular warrant in the amount of \$97,129.20. Unanimous.**

SHERIFF'S REPORT:

Present with the Commissioners were Sheriff Scott Story, Captain Jason Trundy and Treasurer David Parkman.

1. LEGISLATIVE PROPOSAL RE: CHANGING COUNTIES' BUDGET YEAR: D. Parkman informed the Commissioners that he had gone to a meeting in Augusta because there is legislation out there wanting counties to change their fiscal year from January to December to July 1 to June 30. He noted that Deputy Treasurer Karen Trussell did not have a laptop like many of the other counties, so it could be utilized at these meetings. J. Hyk stated that it could be utilized at other times, such as during budget meetings when the Budget Committee asks questions and the Deputy Treasurer or someone else has to run

downstairs to get that information. S. Story volunteered a laptop he had that came out of his office and is rescheduled for re-sale.

D. Parkman praised S. Story for working hard on Jail issue and went back into discussion on the concept of changing the County's budget year to a fiscal one. He expressed concern because a number of municipalities in Waldo County are on the calendar year, plus he did not know how it would affect the Tax Anticipation Note.

S. Story said that it was recognized that this couldn't be changed overnight, but rather over the course of a couple of years. "It's painful, but after it is done, life is better – there is no longer the need for a T.A.N., less borrowing, etc," he stated. J. Hyk wondered when the money [property taxes] comes into the towns.

D. Parkman and A. Fowler both agreed that Maine Municipal Association should get the towns to all be on a fiscal year, as well.

2. JAIL DISCUSSION:

It was noted that the current proposal makes all counties share the debt of any newly-build county jails. After a period of time in which several people were talking at once, J. Hyk reined in discussion and recapped as follows:

1. Treasurer's Office will get a laptop one way or the other;
2. The County may have to change to fiscal year; and
3. Jail negotiations are still in state of flux.

D. Parkman stated that if counties had to change to a fiscal year, he would want to do it in 18 months; not 6 months. He added that he had called Kathy Littlefield, President of Waldo County Selectmen's Association to let her know that.

3. BIDS FOR CORRECTIONS VAN:

Bids were received from the following dealerships for a 2008 Grand SE Van:

- | | | |
|----|-------------------------------------|-------------|
| 1. | Bangor Chrysler: | \$21,017.00 |
| 2. | Darlings Auto: | \$20,377.00 |
| 3. | Central Maine Chrysler, Waterville: | \$20,799.00 |
| 4. | Franklin Chrysler: | \$22,999.00 |
| 5. | Quirk, Belfast: | \$20,442.00 |
| 6. | Hartley's: | \$21,174.00 |
| 7. | Thornton, Lincoln: | \$21,002.00 |

**** D. Berry moved, A. Fowler seconded to accept the bid from Darling's Auto in the amount of \$20,377.00. Unanimous.**

4. BIDS FOR THREE (3) SHERIFF'S CRUISERS:

Bids for three 2008 Crown Victoria Police Cruisers were received as follows:

1. Cole Whitney Ford, Lincoln: \$23,590.00 (marked) and
\$23,215.00 (unmarked)
(no bid for extended warranty)
2. Quirk, Augusta: \$22, 438.00 (ea./marked) and
\$22,202.00 (unmarked)
(no bid for extended warranty)
3. Starkey Ford, York: \$22,835.00 (ea.)
\$22,195.00
(warranty – 3-year / \$100,000.00
\$ 1,285.00
\$ 1,450.00)

**** D. Berry moved, A. Fowler seconded to accept the bids from Quirk, Augusta. Unanimous.**

5. K-9 (CANINE) POTENTIAL LIABILITY COVERAGE:

S. Story submitted letter regarding the Sheriff’s Office drug canine requesting liability extending coverage to include after-hours. He asked Commissioners to request this, but if MCCA Risk Pool liability insurance would not cover this, he requested that the County obtain additional coverage.

A. Fowler suggested also ordering a vest for the dog that that says, “Police Dog.”

PROPOSAL TO CLOSE COURTS FOR SIX WEEKS:

A. Fowler reported that she had spoken with Chief Justice Saufley regarding that closing the courts for six weeks was pushing off the State’s budget onto someone else. These are criminal trials. The method behind it is because the State cannot pay legal fees for people who cannot afford an attorney. This will roll lawyers fees into next year. A. Fowler said, “But these people will be sitting in Jail all that time.”

J. Hyk commented that there won’t be any savings. He added, “Justice delayed is justice denied. What happens to the ‘Habeas Corpus,’ here? What about the Constitution?” A. Fowler asked what would happen. J. Hyk responded, “You’ll have to do more with less. Nobody can do more with less. You do less with less. You’re going to have to raise taxes.”

S. Story stated that the brief, but thorough, impact study on this had revealed that it could affect two of Waldo County’s inmates, which would cost an additional \$10,000.00 to \$20,000.00. Bail hearings, etc. will still continue in additional boarding. This is what the exposure looks like at this moment. J. Hyk shared his belief that this was driven by the deteriorating economic situation and A. Fowler added that she could only assume that when times are hard, crime goes up. J. Hyk noted that a depressed economy results in increased incidences of domestic violence, reductions to budgets for the mentally ill. “They keep cutting the money and it’s going to get worse,” he cautioned.

FACILITIES REPORT:

Present with the Commissioners was Facilities Manager Keith Overlock, reporting the following:

1. ESTIMATES FOR DISTRICT COURTHOUSE FIRE ALARM: K. Overlock reported that the proposal to wire the District Court building for a fire alarm and notification of boiler shutdown with

Seacoast Security was about \$10,000.00. He reminded the Commissioners that the District Courthouse does not have a sprinkler. He explained that the City of Belfast would charge the County \$300.00-plus each year just to have water hooked up. He was not sure if the Risk Pool insurance cost would be reduced as a result of having a monitoring system in place.

2. PAINTING BIDS – UPSTAIRS DISTRICT COURT BUILDING:

Bid proposals to paint the upstairs level of the District Courthouse were received as follows:

- Different Strokes - \$1,950.00
- Busy Bee Painters - \$3,661.25
- Andrew Kirk Painting - \$3,000.00
- Unknown, as it was withdrawn - \$3,000.00

K. Overlock stated that he had paint left over and was using that. He will not be painting the Judges chamber and courtroom, as they are O.K. but the offices and hallway need to be done. He described this as “basically a one-coat freshen-up.” A. Fowler asked if inmates could perform the work. K. Overlock cautioned that this was not a good idea, he has heard “horror stories” about unskilled laborers and said he had found it very difficult to get inmate labor for other projects.

****D. Berry moved, A. Fowler seconded to accept the bid from Andrew Kirk at \$3,000.00.**

Unanimous.

3. There was brief discussion about lighting in Superior Courtroom. K. Overlock said he went with “canned” lights and informed the Commissioners that there will be money for lighting this year, and a rebate.

4. SUPERIOR COURTHOUSE BOILER RESEARCH: K. Overlock stated that the boiler information he has requested for Superior Courthouse is still incomplete at this point. He hoped that it would provide some direction and idea for next year’s budget.

5. HANDICAP RAMPS: D. Berry stated that he was appalled with Eastern Maine Development Corporation because Chris Shrum has promised the Commissioners he would find money for the County to repair the handicap ramps, and then the Commissioners learned that the money he went after wasn’t even available to counties. D. Berry said he thought the commissioners should look at technology to heat the walkways – such as solar panels to run antifreeze into the walkways. The walkways would no longer have exposure to salt or even shoveling. He wondered if Eastern Maine Development might be able to locate funds for this or not. He noted that the City of Belfast is “going green” in a lot of ways. A. Fowler said that if Eastern Maine Development wants to receive the allocated funds from the County budget, they need to do something. She felt the allocation should not be paid until the Commissioners saw something produced. D. Berry noted that C. Shrum had not appeared to have located any “parallel sources,” as he had stated.

6. JAIL ELECTRICAL ISSUE: K. Overlock reported that he had to come in over the weekend – he was called in Sunday night – because the power line at the weather head was arcing. He had to go in and make sure it all got fixed. He called electrician Dan Grass first because CMP always requests that first.

7. RESIGNATION: K. Overlock submitted his resignation, dated February 29, 2008 and effective April 4, 2008. A. Fowler said the Commissioners would need K. Overlock involved in training and

selecting the next person, and wondered aloud if the salary for this position needed to be increased. K. Overlock noted that the County needed operational manuals and was requesting for one computer to be retained in each building in the basement of each building to try to keep a record for each building. D. Berry asked if K. Overlock might be able to put together a manual for each building, being paid as a consultant after retiring from the position. K. Overlock said he would think about it. A. Fowler asked if the Facilities Technician, K. Overlock's assistant, might be interested in doing that. J. Hyk stated that the Commissioners didn't know if that individual was qualified to do that, so he asked if K. Overlock would stay on until the replacement was trained. "Sure," K. Overlock responded.

B. Arseneau, as K. Overlock's supervisor commended K. Overlock. "You inherited a lot of problems when you took this job, you did big projects and got to the root of a lot of issues. You are a pleasure to work with."

**** D. Berry moved, A. Fowler seconded to accept, with regret, the resignation of K. Overlock with agreed upon terms mentioned above. Unanimous.**

J. Hyk thanked K. Overlock, stating, "You did a good job with a bad situation." K. Overlock said he had mentioned the heating issues and in trying to monitor the heat in some offices, he noted that one office was 87° on Monday morning because someone left the heat turned way up over weekend.

TECHNOLOGY REPORT:

Present with the Commissioner was Technology Consultant James Arseneau, who reported:

1. A letter has been drafted to each of the towns notifying municipal officers of the availability of some County computers that have been cycled out. He asked the Commissioners to review the letter to be sure that they were in agreement with it. He informed the Commissioners that he had already sold some machines to such places as Stockton Springs, the D.A.'s Office, EMA, Law Enforcement, ambulance, etc., noting that he had spoken to all law enforcement first for connectivity purposes. The Commissioners reviewed and authorized sending this letter.

2. A letter has been drafted to Belfast Police Chief Jeffrey Trafton and City Manager Joseph Slocum regarding the CSH software and server that is housed at the County Waldo's facility and maintained by the county. Back in 2001, the County purchased and installed a new server to support the CSH software (law records) and additional users that would be placed on the system in combining the County's dispatch and Belfast Police Department's dispatch. The server was originally sized to support the CSH software and minimal file storage and E-mail was not even in the picture at that point. As e-mail was introduced to the BPD, WSO, WCC and WCRCC, the County stored its e-mail on each user's PC, while CSH established a PC at the BPD that was a mail server for their use only. Then, shortly prior to 2006, that server failed and CSH moved the mail storage onto the Dell server without consulting with the County. Since the installation of the Spillman software and the necessary servers, the County has maintained the CSH software and the server it resides on. Presently, the County of Waldo is working on extracting the law record information from the server and will retire it by the end of this year. It was noted that the server exceeded the expected span of five years. The letter indicated that it will be necessary for BPD to obtain and maintain its own server for file storage, sharing and e-mail activity by the end of this year.

When asked, J. Arseneau explained that the investment would be \$15,000.00 to \$20,000.00. The Commissioners reviewed and authorized sending this letter.

3. Lincolnville Telephone recently came up, as there have been issues with the County's network. J. Arseneau said he was researching how much it would cost to connect to the Sheriff's. Eventually, the City would be running fiber near County property, so that would be advantageous down the road.
4. When CSH originally set the address range, they chose a public range of numbers. J. Arseneau explained that he was obtaining a quote to fix the law enforcement complex, which is being re-numbered. He noted that both the Superior Courthouse and District Courthouse were done correctly and have great growth potential.
5. A few things have come up. J. Arseneau stressed the need for Departments to request projects in advance rather than going ahead with something and then wanting the Technology budget to cover the project. Some Departments resist taking it out of Technology, but want certain things in their own budget that truly belong as part of the Commissioners Technology budget. He noted that it is the same thing that happens to the Facilities budget. Money is budgeted to fix problems, but there no "fluff" to allow for projects. J. Hyk remarked that if a project is not funded, it doesn't exist. A. Fowler stated that Department Heads should be told to find the money in their own budget if they did not request for it to be budgeted from the Commissioners' Technology budget.
6. J. Arseneau said he had heard that the Commissioners felt that the Deputy Treasurer should have a laptop. He recommended purchasing a new one rather than using one of the "retired" machines. He stated that he could set it up for remote access. A. Fowler said that she would like to be able to call the Deputy Treasurer at home for information, if need be. She asked what J. Arseneau recommended. J. Arseneau said he would recommend an HP with an XP operating system.
7. J. Arseneau told the Commissioners that with gas prices going up, the County should get data cards for some of the officers; either U.S. Cellular or Verizon. He had estimated that fourteen (14) cards, conservatively, would have saved \$43,000.00 per year (\$9.00 in gas and maintenance per trip, at \$3.00 of gasoline). It would save two trips per officer per day. He recommended four (4) cards at \$48.00 per month per card, with limited nationwide access (\$2,300 for this year). J. Hyk asked if this should be started as a "Pilot program" with funding coming from the Sheriff's budget.
**** A. Fowler moved, D. Berry seconded to do a Pilot Program, up to \$3,000.00, trying 4 cellular data cards with the Patrol Deputies to bring cost-effectiveness to the County. Unanimous.**

J. Arseneau told the Commissioners that Searsport is going to put a data card in their laptop they purchased from County.

8. CELL PHONES: J. Arseneau reported that the Unicel phones were not working for most of the deputies. Unicel is being bought out by Verizon, he will be switching the network over. It is hoped that this change will result in better cellular coverage.

WCRC BOARD RECOMMENDATIONS:

Present for this discussion were Communications Center Director Owen Smith and EMA Director Dale Rowley:

D. Rowley submitted the Waldo County Regional Communications Center Organization and By-laws document with highlighted proposed changes and the reasons for such (some grammar, some things listed as center's responsibility that isn't, need to add a member, etc.)

O. Smith explained that some members of the Board are supposed to change every two years, but a number of them stay for years. There has been no "watch dog." He noted that he works for them, so it is not his place to do that.

D. Rowley stated that it needs to be clearer as to who appoints who.

O. Smith pointed out Paragraph F is important: "Governed by the County Commissioners...." He noted that the Board tends to take all control. He also felt that the Resolution needs to be looked at, as it has been the same since Belfast Dispatch was brought on board.

**** A. Fowler moved, D. Berry seconded to accept the revised by-laws, as recommended by the Board. Unanimous.**

O. Smith commended D. Rowley for doing an excellent job going through this document.

D. Rowley briefly updated the Commissioners on Haz-mat planning. He also informed the Commissioners that the Brooks Ambulance has offered an ambulance to the Waldo County EMA.

**** D. Berry moved, A. Fowler seconded to accept the offer of an ambulance from the Brooks Ambulance to the Waldo County EMA; A. Fowler seconded. Unanimous.**

D. Rowley explained that some money will come out of the EMA budget to cover vehicle maintenance. O. Smith commented that ambulance services are becoming critical – there just not enough manpower. D. Rowley said he believed that either Oxford or Franklin County went with a County ambulance. J. Hyk remarked that this all brings him back to regionalization. D. Rowley commented that the population is the same in Waldo County as the City of Bangor, but Waldo County has seventy-five fire trucks. J. Hyk noted that the area is smaller but D. Rowley said it takes as long to get across Bangor as it does to go across Waldo County. D. Rowley stated that Waldo County also has twenty animal control officers but could actually make do with just one full-time person. J. Hyk recalled that Cumberland County did a study on saving money on assessors/assessments and the study determined that "a pile of money" could be saved.

CELL TOWER DISCUSSION:

D. Rowley reported that he is looking for grant money for a cell tower on Aborn Hill site. O. Smith stated that they have already had it looked at, and it's very doable. J. Hyk wondered if the State will have some stake in this tower. D. Rowley thought the County might possibly rent space on the tower, but that would be taxable. Knox has even asked if they could put a repeater on it. Something might possibly be worked out such as no tax for free space on the tower. He noted that they might need an FCC license to go higher.

HEALTH INSURANCE UPDATE:

Health Insurance Administrator Malcolm Ulmer sent via e-mail a response to Human Resources/Payroll Director Michelle Wadsworth's voice mail regarding the current status of adding Waldo County General Hospital and Maine Coast Memorial Hospital to the First Health network. It appears that the CFO of WCGH did not attend the meeting on March 7th due to some type of emergency; however, the First health representative met with the Controller at WCGH. M. Ulmer said he has requested additional information

from Jim Malvey at Meritain Health and will relay that information to the Commissioners as soon as he receives it.

J. Hyk, to the other Commissioners, asked, "Here it is the 10th of March. What do we do?" The Commissioners instructed B. Arseneau to keep in touch with M. Ulmer weekly, if necessary.

COBRA RATES FOR HEALTH INSURANCE PLAN:

The 2008-2009 COBRA rates were reviewed by the Commissioners and they acknowledged that they had approved these and sent a letter to Meritain Health dated February 26, 2008 in order to meet the deadline. The COBRA rates were set as follows:

| | |
|--------------------------|------------|
| Single: | \$ 652.00 |
| Participant & Child(ren) | \$1,043.00 |
| Participant & Spouse | \$1,173.00 |
| Family | \$1,630.00 |

****A. Fowler moved, D. Berry seconded accepting the COBRA rates as noted above. Unanimous.**

EXECUTIVE SESSION:

**** A. Fowler moved to enter Executive Session at 12:14 p.m., according to Title 1 § 405 D, to discuss labor contracts; D. Berry seconded.**

**** D. Berry moved to exit Executive Session; A. Fowler seconded.**

There was no action taken at this time.

CORRESPONDENCE

Present with the Commissioners to report correspondence was County Clerk Barbara Arseneau with Deputy County Clerk Veronica Stover to take minutes, as follows:

1. Maine State Retirement System requires a study be done in the amount of \$1,250.00.

****D. Berry moved, A. Fowler seconded to complete a study of all County employees by MEPERS for up to \$1,250.00, paying this service from the Commissioners Budget Professional Services line. Unanimous.**

2. The Human Resources/Payroll director has suggested posting the opening for the Facilities Manager position on jobsinme.com, as there is a free advertising special. The Commissioners agreed to this, and wished to include the following questions to see how effective this advertising was:

* Where did you hear about this job?

* Salary expectation

**** A. Fowler moved, D. Berry seconded to post the opening of the Facility Manager position on jobsinme.com. Unanimous.**

3. COMPENSATION:

****A. Fowler moved, D. Berry seconded paying Dispatcher Melissa Pooler \$1,141.03 from the Communications Center Budget for work done in previous months as part-time dispatcher filling a full-time vacancy. Unanimous.**

4. D. Berry was voted Secretary of Coastal Committees Workshop.

5. Maine Municipal Association has completed the County's 2007 Workers' Compensation audit. They enclosed a check in the amount of \$1,534.00 along with the adjusted schedule reflecting the actual payroll amounts for the County for the policy term during January 1, 2007 to January 1, 2008.

6. Communications Director Owen Smith sent notification of the resignation of Dispatcher Katie Jewell, effective March 20, 2008.

****A. Fowler moved, D. Berry seconded accepting with regret the resignation of Dispatcher Katie Jewell, effective March 20, 2008. Unanimous.**

7. Sheriff Story sent notice that part-time Corrections Officer Charles W. Ball is no longer employed at the Waldo County Sheriff's Office effective February 12, 2008.

****A. Fowler moved, D. Berry seconded accepting the notification that Charles W. Ball is no longer employed as part-time Corrections Officer effective February 12, 2008. Unanimous.**

8. Sheriff Story sent notice that part-time Corrections Officer Meaghan Jones is no longer employed by the Waldo County Sheriff's Office effective October 23, 2007.

****A. Fowler moved, D. Berry seconded accepting the notification that Meaghan Jones is no longer employed as part-time Corrections Officer effective October 23, 2007. Unanimous.**

9. B. Arseneau inquired about how the Commissioners wished to handle the bidding process for Grant Writing. She noted that a person had called and became angry when this had not gone out to bid the previous year. A. Fowler spoke briefly to the need to have someone do grant research on the items mentioned earlier today, including solar panels on sidewalks, technology items, etc. The Commissioners did not wish to bid this out as a total job but would prefer to ask for small research jobs as needed using DRG Specialty Services to present a bid specification that could be used as a basis for proposal requests as-needed. B. Arseneau said she would inquire of DRG to see if they would be interested in drafting a proposal that would be on an as-needed basis.

**** A. Fowler moved, D. Berry seconded to adjourn the Court Session at 2:35 p.m. Unanimous.**

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