

**WALDO COUNTY COMMISSIONERS COURT SESSION
(SPECIAL SESSION)
JUNE 15, 2009**

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

Commissioner Berry opened the court session at 9:00 a.m.

TREASURER'S REPORT:

Present for the financial report was Treasurer David A. Parkman and Deputy Treasurer Karen Trussell.

REVENUE:

D. Parkman reported 57% of anticipated revenue has been received, which is 3% more than was anticipated for this time of year. D. Parkman noted that the Deeds Transfer tax is lower this year than it has been in previous years. Probate Restitution is a little low, too, but that is funded to off-set court appointments and he thought perhaps there haven't been as many this year.

W. Shorey remarked that at one time there was discussion about the staffing at the Registry of Deeds and using one of the Deeds Clerks at the District Attorney's Office. He noted that since the revenue for Deeds was down, he felt that this was a different report of how much business there was in that office than what the Commissioners had been given earlier in the year.

APPROPRIATIONS:

42% has been expended countywide, which is excellent for this time of year, according to the Treasurer. About \$1.5 million has been borrowed from the T.A.N. for the regular County budget at this point. D. Parkman declared this "excellent."

A. Fowler noted that the Communications Center part-time budget is going to be overdrawn. B. Arseneau reminded the Commissioners that this was anticipated due to the tabulation error in the budget template sent out by the Commissioners Office.

JAIL BUDGET:

A closer look at the Jail budget revealed that 65% has been expended and there will be two more warrants before the close of this budget. \$700,000.00 has been borrowed from the T.A.N.

D. Parkman read the expenditures from the reserve accounts and then submitted the Accounts Payable and Payroll warrants for the County Commissioners to vote on, as follows:

****D. Berry moved, W. Shorey seconded to authorize payment of the May 29, 2009 County Accounts Payable warrant in the amount of \$79,911.33. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the May 28, 2009 County Payroll warrant in the amount of \$87,546.73. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the May 29, 2009 Jail Accounts Payable warrant in the amount of \$28,455.57. Unanimous.**

****D. Berry, A. Fowler seconded to authorize payment of the May 28, 2009 Jail Payroll warrant in the amount of \$37,841.66. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the May 29, 2009 Restricted Reserve warrant in the amount of \$5,453.56. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the June 15, 2009 County Accounts Payable warrant in the amount of \$106,776.17. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the June 11, 2009 County Payroll warrant in the amount of \$87,955.78. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the June 15, 2009 Jail Accounts Payable warrant in the amount of \$49,193.78. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the June 11, 2009 Jail Payroll warrant in the amount of \$38,531.00. Unanimous.**

****D. Berry moved, A. Fowler seconded to authorize payment of the June 15, 2009 Active Restricted Reserve warrant in the amount of \$15,884.63. Unanimous.**

****A. Fowler moved, W. Shorey seconded to accept the Treasurer's Report.**

AUDIT:

K. Trussell explained that she was not sure whether Auditor Harold Blake would be attending or not, as she had not received any response to her telephone and email messages scheduling him to meet with the County Commissioners today. She expressed concern over the welfare of the auditor, as he usually responds right away to her messages.

D. Parkman submitted the County of Waldo, Maine Audited Financial and Operating Report for the Year Ended December 31, 2008 to the Commissioners, along with the Management Letter from Harold A. Blake, CPA. D. Parkman commented that former Commissioner Jethro Pease had struggled with the matter of "undesignated funds," sometimes referred to as "surplus." No matter what J. Pease had tried to do, it was nearly impossible to increase those undesignated funds. In recent years, the situation had improved. In 2007 it was \$357,000.00 and for 2008 it was \$641,000.00. D. Parkman noted on page 9 of the audit a column called "Accrued Compensated Absences" in the amount of \$166,820.00. He was not sure what that meant, as the 2007 audit did not have such a column.

K. Trussell said that she knew one concern that the auditor had expressed pertained to County accounts that do not get filtered through the Treasurer's Office, such as the Inmate Fund or District Attorney's Restitution Account. The Commissioners agreed to wait and discuss the audit in more detail at a later date when the auditor could be present.

There was discussion regarding unspent Corrections funds and the legislation surrounding that. D. Parkman thought the Sheriff had indicated that this money was County funds to be used as the Commissioners directed. The Commissioners acknowledged that there would need to be additional Commissioners Court sessions to deal with Jail matters, including discussions and decisions on setting reserve accounts with the remaining unspent funds from the first six months of 2009.

FACILITIES REPORT:

Present for this report were Facilities Manager Keith Nealley and Architect Robert Fenney.

1. **DISTRICT COURTHOUSE HANDICAP RAMP PROJECT BIDS:** R. Fenney reported that normally the bids would be read, there would be an apparent low bidder, and the decision to award would not be made until the contractor's certificate of insurance is checked, etc. He noted that in the past, some Commissioner Boards have assigned one Commissioner to review the bids closely with R. Fenney and K. Nealley and bring the decision back to the Board. After brief discussion, Commissioner Berry was assigned that task. When asked, K. Nealley reported that \$18,500.00 was budgeted for this project. R. Fenney explained that the project must be completed by September 1, 2009 or the contractor would pay the County \$100.00 per day.

Bids were received as follows:

1. Frey Carpentry: \$23,762.00 for initial project. Alternate (Canopy over the doorway next to the ramp) = \$5,918.00.
2. Dean Bartlett: \$12,950.00 for initial project. Alternate (Canopy) = \$8,045.00.
3. Maine Coast Construction: \$14,429.00 for initial project. Alternate (Canopy) = \$3,195.00.
4. Winterport Construction: \$29,800.00 for initial project. Alternate (Canopy) = \$45,800.00.
5. Catalano's Construction: \$15,900.00 for initial project. Alternate (Canopy) = \$1,980.00.

K. Nealley told the Commissioners that he would enter all this information into a spreadsheet, he and R. Fenney would review the quotes and they would report their findings to the County Commissioners. The Commissioners instructed them to closely examine, in particular, the two lowest bids. K. Nealley said they would advise Commissioner Berry by the end of the week.

D. Berry asked if the back parking lot entrance into the District Courthouse could also be canopied. R. Fenney agreed to request an estimate from the contractor chosen for the handicap ramp project. K. Nealley explained that once this estimate is obtained, then that project can be budgeted. There are some concrete contractors who might have some idea how to salvage the current back stairs, which have been steadily deteriorating because of the salt used on them during the colder months.

R. Fenney reported that the front ramp is not quite meeting code, so that might be "piggy-backed" onto the possible stair canopy project as well.

2. **JAIL MISSION CHANGE WORK:**

K. Nealley reported that the room formerly serving as a gym has been re-tiled with the assistance of a skilled inmate, and repainted. K. Nealley reported that there are area rugs being sold at Point Lookout for \$10.00 each, so he is purchasing a few for the Jail. One dayroom has been demolished and painted and a second will be started this week. At this point, he reported things are ahead of schedule. "It will still be a detention facility and while the inmates will be able to move around within the building, it still needs to meet certain fire codes," he explained.

K. Nealley asked if money for this project should be used from the reserve or from funds in the Facility budget. He reminded the Commissioners that as of July 1st, the budgeted facility money will "go away."

The Commissioners agreed that the Facilities budget should be used first, rather than dipping into the reserve.

K. Nealley reported that he has been able to use a lot of inmate labor as there have been some skilled inmates who have been available to work while serving their time.

COMMUNICATIONS CENTER UPDATE:

Present for this report was Communications Director Owen Smith who reported the following:

1. On June 2, 2009, O. Smith reached the 15-year pay step, including longevity he brought with him from the City of Belfast Dispatch, on the FLSA-Exempt pay scale.

****A. Fowler moved, W. Shorey seconded to approve the 15-year 4% pay step increase for Communications Director Owen Smith effective June 2, 2009. Unanimous.**

2. Dispatch Supervisor Patricia Schade will be returning to work from leave of absence on June 28, 2009 full-time. The Commissioners were very pleased to hear this good news.

3. O. Smith reported that paging tests would need to be done to see if the Town of Lincolnville would like to return to Waldo County Lincolnville Regional Communications Center for fire department paging.

4. **ERGONOMIC FURNITURE:** At the direction of the Commissioners, O. Smith requested bid quotes for four (4) new ergonomic dispatch work stations, to replace the existing built-in stations. Three bids were received as follows:

1. Xybix: \$58,892.00
2. Wright-line: \$59,403.69
3. Watson: \$60,286.63

O. Smith explained that the low bidder for the four (4) ergonomic stations was Xybix, which actually was the preferred vendor, anyway. He submitted a document listing the bids received and his recommendation to award the bid to Xybix. After brief discussion about the instructions given by the Budget Committee to use reserves for this project rather than funding it in the Communications Center budget, the Commissioners noted that it could likely be paid from the "Facilities - All Other" Reserve (0269) as there is \$118,900.00 in that account. A. Fowler asked if some could be taken from the Technology Reserve. O. Smith noted that, in the breakdown on the document he submitted to the Commissioners, \$5,000.00 had already been anticipated to come from the Technology Reserve as there would be some work to remove computers, add cable, etc. K. Trussell was asked to come in and read what the various reserves could be used for. She explained that it was her understanding that the Technology Reserve was funded with specific projects in mind and she did not believe this had been funded in that account. After additional brief discussion of the Budget Committee wanting to see Reserve accounts used for some of the projects needed this year, the Commissioners voted as follows:

****D. Berry moved, A. Fowler seconded to fund this \$65,892.00 project by using \$7,000.00 from the Technology Reserve to pay for a portion of this, with the remainder funded from the Facilities All Other Reserve (0269). Unanimous.**

O. Smith thanked the Commissioners for authorizing this purchase. He explained the process for obtaining drawings of the stations, and how this would have to be done one station at a time so as not to impact the operation of the Communications Center.

5. **BOARD OF DIRECTORS POSITION:** O. Smith noted that the Commissioners by now must have received a letter from Joseph I. Watson, Jr. indicating that he was now serving on the Waldo County Regional Communications Center Board of Directors in the position of “fireman-at-large” and that his term would be expiring soon. The Commissioners confirmed receipt of this letter. It was noted that Mr. Watson expressed interest in serving again, but this time, in the position as the County Commissioner’s District 2 representative. As this nomination would come from Commissioner Shorey because it is in his district, he made the following motion:

****W. Shorey moved, A. Fowler seconded to accept the appointment of Joseph Watson, Jr. to the WCRCC Board of Directors as District 2 Representative. Unanimous.**

B. Arseneau was instructed to send a letter immediately to Joseph Watson, Jr. notifying him that he has been accepted to serve as the County Commissioner’s District 2 Rep. Elections for officers in the Fire Departments are scheduled for this Thursday and this would allow for them to find a replacement for the “fireman-at-large” position on the WCRCC Board of Directors.

FLSA EXEMPT EMPLOYEES PAY SCALE DISCUSSION:

Present for this discussion were Communications Center Director Owen Smith and Facilities Manager Keith Nealley. K. Nealley related the background leading up to this discussion. The Commissioners had established a new pay scale for Commissioners FLSA-Exempt staff. The employees in the remaining positions on the original FLSA-exempt pay scale were hoping to have the pay scale addressed for them, as well. Currently there are only two steps: One at the 7-year level and one at the 15-year level. K. Nealley asked if the Commissioners could explain how they came up with the pay scale for their staff. D. Berry explained that this scale had a set of established increases that would not have COLA applied any more, unless the Commissioners at their discretion decided to include one. He also explained that after the 15-year level, it is possible that bonuses might be offered. K. Nealley asked if the Commissioners preferred to develop a different pay scale for the remaining FLSA-exempt staff or if he and the remaining employees should make a proposal to the County Commissioners. A. Fowler wanted to know who was left on the pay scale. K. Nealley listed those positions as being the Facilities Manager, Communications Director, Jail Administrator, Chief Deputy and EMA Director.

O. Smith explained that they had noted that there were several Waldo County pay scales for the different departments. He explained that he was asking whether the Commissioners wanted the scale to look like one of those, or look like the Commissioners/Treasurer’s staff, which does not receive a COLA because it has an increase built in every year. K. Nealley thought he and O. Smith could work together to build a scale. A. Fowler suggested that the people on the FLSA-exempt scale also be given an opportunity to provide input into the process. D. Berry explained that the Commissioners felt that it was better to have “known” increases every year rather than unknown, which was why they developed the Commissioner’s staff pay scale that way.

O. Smith said that he didn’t know if there would be enough time to get this pay scale together prior to the Commissioners setting the COLA for 2010. The Commissioners explained that they had been able to put their staff’s pay scale together in one day. K. Nealley said they just wanted to be sure of the Commissioners’ intent regarding a pay scale change before putting time and effort into something if it was not the intention of the Commissioners to change the pay scale. D. Berry acknowledged that the current scale had far too much time between raises. The numbers in the new scale that were accepted last year will

be known into the future, rather than going in before the Budget Committee with different numbers based on COLA. D. Berry also expressed his view that employees “should not be punished for seniority.”

Now also present for the remaining part of this discussion was Sheriff Scott Story. He noted that there are two lines of thinking regarding pay scales and the number of pay steps; whether to have fewer pay steps but reaching higher pay sooner, or having more pay steps over a period of time.

K. Nealley told the Commissioners that he and O. Smith would contact the other people on the pay scale, organize a meeting and then bring the proposed pay scale before the Commissioners.

EMA REPORT:

Present for this discussion was EMA Director Dale Rowley, who reported the following:

1. The Waldo County HazMat Team has received the trailer and about 50% of the equipment and materials. Twenty (20) individuals have signed up for the team.
2. The Aborn Hill Tower project is about 60% designed. There has been a public meeting to let the public know about the project. Mr. Harold Emerson of Knox, who owns the adjacent property, had recently offered to purchase the property in order to prevent this project from happening. After briefly consulting the Commissioners, D. Rowley had told him the property was not for sale. D. Rowley reported that Mr. Emerson had not attended the public meeting, but did see the announcement and came in a few days later. He asked Dale if there was any way for him to stop this project and D. Rowley said he did not know of any way, and even if he did, it was not his place to inform him of that. D. Rowley reported a few details about the design process and said he hoped it would be done and ready to go out to bid soon. He then submitted a Waldo County Aborn Hill Tower RF Mapping sheet to the Commissioners.
3. The new Waldo County Incident Management Mutual Aid Agreement was briefly discussed. This sets protocol for incident command issues, etc. The incident management team does not take over – they simply come with support personnel.

****W. Shorey moved, A. Fowler seconded to accept the Waldo County Incident Management Mutual Aid Agreement as presented. Unanimous.**

4. D. Rowley submitted a document draft entitled “County Declared State of Emergency Policy” to be reviewed and discussed more in the future. S. Story, who was still present at the court session, noted that the Commissioners do not have the authority to call in Sheriff’s staff. D. Rowley said this is why he needs as much input as possible so that there will not be any legal issues or liability issues. D. Rowley added that he would also want the union stewards to be involved with the process. D. Rowley offered, with the Commissioners permission, to get together with the department heads, etc. and start putting this all together. He informed the Commissioners that the State of Maine is encouraging that these policies be put into place *before* an emergency event happens.

SHERIFF’S REPORT:

Present for this discussion was Sheriff Scott Story and later Chief Deputy Robert Keating. S. Story reported the following:

1. S. Story explained that Lt. Bryant White submitted his resignation June 2, 2009, effective July 4, 2009. S. Story referenced a “buy-back agreement” that was established in 2006 with Lt. White as the only qualified polygraph tester. The agreement involved polygraph equipment, specifically the Polygraph Professional Suite, which was purchased by the Waldo County Sheriff’s Office from Limestone

Technologies for \$5,045.00. B. White originally was using his own equipment, but then the “buy-back” agreement was established. According to the agreement, there would be approximately a \$2,000.00 buyback owed to reimburse the Sheriff’s Office. S. Story was asking that rather than having B. White write a check for that amount, the Sheriff would rather continue to have B. White run polygraph tests until what he would have earned equaled the \$2,000.00, since there is no money in the Sheriff’s budget to hire someone else. Lt. White was in agreement with this new arrangement, if approved by the County Commissioners.

****A. Fowler moved, W. Shorey seconded entering into a new agreement with Lt. Bryant White to continue to perform polygraph tests until it equaled \$2,000.00 in lieu of B. White paying by check to the County. Unanimous.**

****A. Fowler moved, W. Shorey seconded to accept, with regret, the resignation of Lt. Bryant P. White, effective July 4, 2009. Unanimous.**

2. The recently approved job descriptions for Patrol Sergeant and Lieutenant have been posted, hard copies are now submitted to the County Clerk and an electronic version will be sent as well.

3. The vacant position of Corrections Transport needs to be filled and Sheriff Story recommended Sergeant Robert Walker to fill that position, which is a Corporal position. S. Story noted that R. Walker was willing to take a demotion in title and in pay.

****W. Shorey moved, A. Fowler seconded transferring Sgt. Robert Walker to the position of Corrections Transportation Officer, which is a Corporal position, effective July 1, 2009. Unanimous.**

4. JAIL MISSION CHANGE UPDATE: S. Story submitted to the Commissioners a copy of the Request for Proposals to obtain the services of a qualified organization to operate the Maine Coastal Regional Reentry Center. The program will serve adult males classified as minimum or community security who are nearing completion of their period of incarceration (six to eighteen months) and have been assessed as moderate to high risk for recidivating, or committing new offenses.

S. Story submitted to the Commissioners a copy of the letter he sent to the State of Maine Board of Corrections officially notifying them that the Waldo County Sheriff’s Office is ready to undertake a major mission change in the operations of its corrections facility, outlining the collaborative effort of the Sheriff’s Office, the County Commissioners, the Waldo County Criminal Justice Coordinating Committee, the BOC Inventory of Needs Committee and the Maine Department of Corrections in doing so. S. Story noted that the Board of Corrections, through rulemaking, has determined that the Public Hearing for any mission change must take place in the service area region for which that facility serves. Originally the mission change hearing was scheduled for June 24, 2009 in Augusta, at the same time as the budget review; however, the public hearing will be held in Waldo County at the Probate Courtroom on June 29, 2009 at 10:00 a.m. S. Story requested that the County Commissioners hold a special session on June 29, 2009 immediately following the Board of Corrections Public Hearing for the Waldo County Correctional Facility Mission Change. The Commissioners agreed to do this and instructed B. Arseneau to draft a Jail Public Hearing notice to the Selectmen and the Budget Committee Members.

VIDEO ARRAIGNMENT EQUIPMENT BID: S. Story reported that after review, the recommendation reported is to award the bid received from Maine Telemedicine Services for the video arraignment equipment.

****A Fowler moved, W. Shorey seconded accepting the quote from Maine Telemedicine Services in the amount of \$11,038.20. Unanimous.**

MAN DOWN SYSTEM: S. Story informed the Commissioners that a “Man Down” system needs to be purchased for the Reentry Center. Yankee Communications submitted a quote for about \$3,000.00 for six portable units.

****A. Fowler moved, W. Shorey seconded allowing the purchase of a “man down” system for the Waldo County Correctional Facility. Unanimous.**

RENOVATIONS: S. Story asked permission to remove and dispose of bunk beds and shelves from the Correctional Facility and to allow an officer from Two Bridges Jail to pick them up.

****A. Fowler moved, W. Shorey seconded to authorize the removal of the bunk beds and shelves for Two Bridges Jail to utilize. Unanimous.**

5. S. Story read patrol statistics from the report for the month of May including, but not limited to the following:

- 633 calls for service (up 77 from April)
- Officers responded to 39 traffic accidents and 31 9-1-1 disconnects
- Continued to maintain 18 property checks for citizens who are away from their property
- Stopped 286 vehicles for various traffic law violations.
- Worked with Hampden Police Department under a grant for Underage Drinking Enforcement, which resulted in several young people being charged with Liquor Law violations.
- Began working Speed Enforcement Details under the grant awarded by the Bureau of Highway Safety, which run from Memorial Day Weekend through Labor Day Weekend
- Monitor Traffic in school zones and do seat belt law enforcement
- Deputy Gerald Lincoln graduated from Maine Criminal Justice Academy on May 22 as President of his class and was honored with Professionalism Award, and finished 3rd out of 53 cadets
- Detective division has made arrests in 7 residential burglaries and recovered several thousand dollars in stolen property, executed search warrants, found two very large in-door marijuana growing operation, and recovered over \$80,000 worth of either stolen or fraudulently obtained motor vehicles
- Detective Merl Reed was named Deputy of the Year, Joshua Bowles was named Corrections Officer of the Year, Stockton Springs Elementary School Secretary Tina Boyce was named Citizen of the Year for her actions on October 31, 2008 when 11 children were taken hostage by Randall Hofland, Corrections Officer Laurel Kragh was awarded the Meritorious Service Award for 2008, and several officers from Waldo S.O., Searsport Police, Maine State Police and Lincolnville Police were recognized for their actions on October 31 including at the Maine State Police annual Awards Ceremony in Augusta.

DISCUSSION OF EMA BUILDING PROJECT & POSSIBLE NEW SHERIFF’S OFFICE:

Present for this discussion was EMA Director Dale Rowley, Sheriff Scott Story and Chief Deputy Robert Keating.

W. Shorey stated that he had visited the Sheriff’s Office building recently and wanted to briefly discuss with D. Rowley the location of the new EMA building. Chief Keating was the person who took W. Shorey on a tour of the facility. W. Shorey was terribly disappointed that the EMA office has to be located where it is and felt that it must be very depressing, describing it as “just a nitch above a homeless facility.” He said that there had been a lot of discussion in the past about what to do with the Sheriff’s Office. He wondered if an office could not be built for the Sheriff for about \$300,000.00 to \$400,000.00. He felt the

time had come to have a serious discussion with all the players about what can be done to straighten this out. "We cannot keep asking these good employees to work in these conditions." He said he meant no insult to anyone and simply felt that this was the time to deal with it.

A. Fowler asked where it would be built. W. Shorey thought it could go right beside the EMA building, keeping them as two separate facilities. He described visiting that facility as "a wake up call" and felt it was unreasonable to allow this to continue.

A. Fowler said her only concern is that she thought they would be cramming too much at the 45 Congress St. Jail complex. She felt that it was a shame not to be using the 100 acres the County owns.

The Commissioners looked at prints of the Jail complex property. D. Rowley said he was not averse to sharing a building with the Sheriff's Office. Since he was being brought into the loop, S. Story stated that he reviewed the history of the property, which included discussions years ago about keeping space so that the Jail could expand as needed. He had heard for the first time a few weeks ago that the new EMA complex was going to be built on property he had been held responsible for up to this point. He did not complain or say anything because he did not want to cause any issues. The Sheriff's house had been appraised at a somewhat high amount and he wondered if it might be sold.

R. Keating thought that if site work and site surveys were being done, perhaps there could be some shared work performed. R. Keating suggested a shared lobby directing people in one direction for the Sheriff's Office and the other for EMA. A conference/training room could be shared and so could restrooms.

W. Shorey wondered if some of the leftover Jail money and other reserves could be used rather than asking for "fresh money" from the taxpayers. S. Story felt that the Budget Committee and the public in general would need to be educated about how the money was saved in the first place through VOA programs, etc. and also that the Commissioners had been wise saving money aside in reserves to deal with needs in the future.

D. Berry said the first time he had walked in the Sheriff's Office years ago, he was really taken back by the conditions. S. Story agreed that the building was depressing, but commended his staff for producing as much if not more than other agencies who had better conditions. He expressed that he would love to get them into proper working conditions.

D. Rowley believed that there would need to be discussions and proper planning so that things flowed well and were set up in a compatible fashion.

It was generally thought that the facility could possibly be built for about \$500,000.00 and S. Story reminded all that the facility part was one thing, but the infrastructure was a very costly portion of this and needed to be considered. D. Rowley suggested forming a project committee in order to start this process.

There was discussion about various Boards of County Commissions and various members on the Budget Committee over the years. It was noted that in the past, Commissioners were criticized by the Budget Committee as not planning ahead and not funding reserves, so they started doing so. Now they are criticized by the Budget Committee for building reserves "too much."

D. Rowley suggested that there be a streamlined process and not a bunch of different firms with different CAD systems because this becomes "a nightmare."

D. Berry thanked W. Shorey for his suggestions for moving this forward.

COST SAVINGS DISCUSSION

The Commissioners noted that cost savings had just been discussed as part of the EMA/Sheriff's Office discussion.

CORRESPONDENCE:

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

1. The Commissioners signed their letter to the Citizens of Waldo County for the 2008 Annual Report.
2. University of Maine Cooperative Extension Administrative Assistant II Sonia Antunes sent an email expressing her excitement to read the story on VillageSoup News about the new logo for the county of Waldo and inquiring whether the Waldo County Executive Committee should or could use that logo on their letterhead, since they are funded by the County. The Commissioners asked B. Arseneau to explain that the logo is strictly for use by the Waldo County Commissioners on their letterhead, on the web site and other County of Waldo documents at their direction, not for other agencies, but thanked S. Antunes for her interest in this matter.
3. B. Arseneau inquired of the Commissioners whether they wished for her to be attending Jail Budget Planning meetings in Augusta, as she had learned other Clerks and County Administrators and Managers often attend. She expressed that she did not feel the need to attend but wanted direction from the County Commissioners as to their expectations. The Commissioners stated that B. Arseneau did not need to attend, as Commissioner Fowler usually does, Deputy Treasurer Karen Trussell will be attending and the Sheriff, so there is plenty of representation for Waldo County.
4. A memo has been sent to employees indicating that it has been determined that there are two primary reasons that certain claims have not been processed in a timely manner and informing employees that part of the resolution involves new insurance cards for all County employees utilizing GreatWest as their PPO network, which were attached to the memo. It is hoped that claims issues will be resolved.
5. Deputy Gerald Lincoln graduated from the Maine Criminal Justice Academy and received a pay increase from \$16.44 to \$16.83 per hour, effective May 22, 2009. It was noted that he graduated 3rd in class and was class president. The Commissioners noted this.
6. Register of Probate Sharon Peavey advised the Commissioners that she has selected Tracy S. Rackliffe of Northport to fill the vacant Class III Probate Clerk position effective June 22, 2009 at a starting pay of \$12.60 per hour.

****A. Fowler moved, W. Shorey seconded hiring Tracy Rackliffe as Class III Probate Clerk effective June 22, 2009 at \$12.60 per hour. Unanimous.**

7. The Sheriff has sent an invitation to a retirement party for Lt. Bryant White that will be held on May 26, 2009.
8. In this morning's mail, a copy of a letter was received from the Town of Swanville Selectmen in response to a citizen's application for poverty abatement of property taxes for the years 2007, 2008 & 2009. The letter stated that the Selectmen "cannot grant the request for poverty abatement of property taxes for the year 2009 because the taxes have not been set and no tax bills have been sent out." The letter also stated, "We cannot grant the request for poverty abatement of property taxes for the years 2007 & 2008 because you have not filled out the proper paper work which was given to you at the meeting with the Waldo County Commissioners. We are enclosing another form in case you lost the last one."

The Commissioners noted that they had received a letter on May 21, 2009 from a Swanville citizen asking them to re-read the laws pertaining to poverty abatement appeals. The citizen stated that any citizen from any town had the legal right to request an immediate abatement, poverty or otherwise, from the time the taxes are owed until three years after, and that it did not have to go to lien. The citizen also stated that there is nothing in poverty abatement law that permits any town to table any requests, and referenced M.R.S.A. Title 36, § 842. The Commissioners further noted that Commissioner Shorey had contacted the citizen and advised the citizen to appeal to the Town with the forms provided.

9. Communications Director Owen Smith sent correspondence to the County Clerk stating that Facilities Manager Keith Nealley and Facilities Technician Gary Daigle were a “huge help” in setting up Fire South at Point Lookout on May 12, 2009. They did a lot of the bulk work in moving all the equipment, parts and concrete blocks from the ground floor to the roof top. He noted that without K. Nealley’s expertise, it would have been a very difficult job. He described their assistance as “beyond the normal call of duty,” and noted that they are a pleasure to work with.

10. Research is being done on how much it would cost to have the County Logo silk screened onto shirts for volunteers to wear at the Annual Maine County Commissioners Convention shirts being hosted by Waldo County at Point Lookout in September.

11. B. Arseneau informed the Commissioners that parking continues to be crowded at the District Court building and said that once the lot has been restriped and an additional space added, she would be approaching the County Commissioners about providing a space for the Human Resources/Payroll Director.

12. B. Arseneau noted that the Personnel Policy is being reviewed for future updates and the suggestion has been made by some department heads that the County consider being a “smoke free campus.” The Commissioners discussed how this had been done at the Waldo County General Hospital Campus. D. Berry said that would check with the Healthy Communities Coalition to see if they had information about this.

13. Notification has been received from Waldo County Deputies Association President Matthew Curtis that three of the members have enrolled in their spouses’ health care programs provided by the spouses’ employers, along with any dependents. The health coverage for those three employees begins on September 1, 2009. He asked that the Commissioners be notified about this as it is related to Special Plan 2C enrollment as part of the union contract. D. Berry said he had already checked with Human Resources/Payroll Director Michelle Wadsworth and noted that there are funds available for implementation of this retirement plan until September.

14. B. Arseneau expressed appreciation for her new desk and noted that it was a great improvement over the old one, which had been reinforced with boards underneath but still sagged.

15. The most recent NACo Prescription Drug Discount Card Program Report for Waldo County was submitted to the County Commissioners.

MISCELLANEOUS COMMISSIONERS BUSINESS:

There was no additional Commissioners business at this time.

PROBATE COPIER REPLACEMENT:

Register of Probate Sharon Peavey submitted two quotes for a photocopier for the Probate Registry as follows:

1. Richo - \$5,245.00, and will give \$375.00 for the old machine.
2. IKON Toshiba – \$4,195.00. The service contract will be a little more expensive than the Richo. It prints in color, which would be helpful for copying. S. Peavey recommended the Richo photocopier.
****A. Fowler moved, W. Shorey seconded to authorize the purchase of the Richo photocopier in the amount of \$5,245.00 and whatever the maintenance contract will be. Unanimous.**

NEXT COURT SESSION:

The next scheduled Commissioners Court Session will be a special session on June 25, 2009 at 9:00 a.m. The agenda will include:

- Opening bids for the Corrections Re-Entry Service Provider
- Awarding a contract for District Court Handicap Project
- Other Commissioners Business

****W. Shorey moved, D. Berry seconded adjourning the meeting at 1:10 p.m. Unanimous.**

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