

December 16, 2015

**Minutes of the Washington County Commissioners'
Special Meeting held
December 16, 2015
in the Commissioners' Conference Room
Machias, Maine**

**Attending the meeting were:
Commissioner Christopher Gardner
Commissioner John Crowley, Sr.
Commissioner Vinton Cassidy
Betsy Fitzgerald, County Manager
Carla Manchester, Administration
Barry Curtis, Sheriff
Josh Rolfe, RCC
Heron Weston, U.T.
Bill Kitchen, MVNO
Jill Holmes, Treasurer**

Commissioner Gardner called the Public Hearing to order at 4:00 p.m. on the proposed F/Y 2016/2017 UT Budget.

U.T. Supervisor Heron Weston presented the proposed budget. He highlighted the line items that would have increases.

An increase was made to the Extra-Curricular Facility Improvement line as recommended by Chair Commissioner Gardner. The purpose for the increase is for improvements needed to be made to the Dennysville tennis courts.

Other increases noted were:

- \$3,000.00 to the Emergency Services line due to increased ambulance rates;
- \$9,000.00 to the Fire Services line;
- 8% increase to the Solid Waste line due to the increased rate per pound; and,
- 5% increase to the Winter Maintenance line due to the renegotiations of almost all plowing contracts that were up for renewal.

December 16, 2015

118

Heron Weston noted that revenues have decreased. The overall impact is an increase in the budget of 6.7%.

***MOTION* Commissioner Crowley moved to accept the F/Y 2016/2017 UT Budget in the amount of \$1,333,190.00 with the amount of \$978,140.00 to be raised through taxation. Commissioner Cassidy seconded the motion which passed 3-0.**

Treasurer Jill Holmes had no concerns.

There were no comments or statements from the public.

The budget was signed as presented. (See attached)

The meeting then continued on with the Executive Department agenda items.

AGENDA ITEM: Approval of M.O.U. with the State of Maine regarding the Courthouse

County Manager Betsy Fitzgerald presented the Memorandum of Understanding between the State of Maine, acting through its Administrative Office of the Courts and the Inhabitants of the County of Washington. (The M.O.U. is attached.) The contract lays out the cost shared by both parties, broke down by percentage. Betsy stated that the M.O.U. will be reviewed in one year. The contract was approved by the Chief Justice, Director of Court Facilities Jeff Henthorn and the State Court Administrator Ted Glessner.

Commissioner Gardner reviewed all the operation and utility costs to be apportioned between Washington County and the Maine Judicial Branch. Commissioner Gardner then inquired if the apportioned amounts were what the county had been paying for before the Courthouse project. County Manager Betsy Fitzgerald affirmed that it was. There was some discussion on certain costs that have been reapportioned based on the changes that have been made to the building.

***MOTION* Commissioner Cassidy moved to approve the Memorandum of Understanding between the State of Maine, Administrative Offices of the Courts and the Inhabitants of the County of Washington as presented. Commissioner Crowley seconded the motion which passed 3-0.**

119

December 16, 2015

AGENDA ITEM: Request to increase wages for part-time Jail and RCC employees

A request to increase wages for all part-time Jail and RCC employees was presented. The memo from Jail Administrator Rich Rolfe outlined the request criteria as follows:

1. Part-time wages to be increased to \$12.00 per hour for probationary employees and until they obtain full-time certification;
2. Upon completing probationary period and obtaining full-time certification the wage will increase to \$14.06 per hour;
3. Request to become effective January 1, 2016; and
4. There is no new money allocated for this request.

RCC Supervisor Josh Rolfe stated that this proposal was presented at a previous meeting but was tabled. Treasurer Jill Holmes reminded the Commissioners that the request had been tabled at the previous meeting for the purpose of having the request put in writing. The request was to include the verbiage that it is understood that this increase will not cause any new money to be spent. Jill confirmed that there will be zero impact on the budget. It was agreed that the line item transfers from the overtime line to part-time line will be made once the request is approved. Commissioner Cassidy stated that the request as set forth was acceptable. Commissioner Crowley agreed.

***MOTION* Commissioner Cassidy moved to approve the increase for part-time Jail and RCC employees only as presented. Commissioner Crowley seconded the motion which passed 3-0.**

AGENDA ITEM: Proposed Agreement with WCCOG for Community Guided Planning and Zoning process to include the U.T. Plantations

County Manager Betsy Fitzgerald presented an agreement to be approved by the Commissioners. The agreement is between Washington County and Washington County Council of Governments. Commissioner Gardner explained that the previous agreement between County of Washington and WCCOG to hire and engage the services of WCCOG to coordinate the Community Guided Planning and Zoning process for the Unorganized Territories of Washington County needed to be clarified to include the plantations within Washington County. U.T. Supervisor Heron Weston

December 16, 2015

120

stated that there are three plantations in the U.T. These areas are not considered townships. Commissioner Gardner stated that ultimately plantations are treated the same as the townships within Washington County unorganized territories. There is no reason to separate them in respect to the agreement with WCCOG. This agreement would add the three plantations. Commissioner Gardner requested that a memo be sent to the COG stating that if any circumstances arise due to the plantations, the COG is to notify the Commissioners before proceeding. County Manager acknowledged that she understood.

MOTION Commissioner Crowley moved to approve the agreement between the County of Washington and the Washington County Council of Governments to include the plantations of Washington County for the Community Guided Planning and Zoning process. Commissioner Cassidy seconded the motion which passed 3-0.

AGENDA ITEM: Discussion on Sheriff's Office vehicle acquisitions

Sheriff Barry Curtis was present to request the approval of acquiring several vehicles for the Sheriff's department. One of the vehicles is an SUV with a canine cage. The vehicle is currently owned by the County of Penobscot and is being auctioned off. Sheriff Curtis stated that he would be interested in acquiring this vehicle. The SUV has over 100,000 mile but is in good shape. It would be helpful to have a vehicle equipped with the canine cage. Commissioner Gardner has communicated with Penobscot County and they have agreed to hold onto the SUV until Washington County can decide on acquiring the SUV. Commissioner Cassidy agreed that Sheriff Curtis should proceed with the possible purchase of the SUV. By consensus, the Commissioners approved the acquisition of the used SUV from Penobscot County as long as it could be bought at a good price and it was within the budget.

Sheriff Curtis stated that he is also seeking approval for the purchase of one more new vehicle. Sheriff Curtis has checked with the car dealership that won the bid on the three recent vehicle acquisitions. Darling's Bangor Ford has agreed to honor that bid price. Treasurer Jill Holmes noted that there is \$34,000.00 available in the Sheriff's Department vehicle line. Commissioner Gardner inquired about the current cash flow status. Treasurer Jill Holmes reported that cash flow is adequate right now but it will be tight at the beginning of the year. Treasurer Jill Holmes asked if the plan would be to purchase both the used SUV from Penobscot and a new vehicle from Darling's. Commissioner Gardner stated that he would like to see

December 16, 2015

121

the used vehicle purchase locked down first, then look at the purchase of the new vehicle. Sheriff Curtis stated that he will make every effort to keep a tight reign on the cost of the new vehicle by using lighting equipment that his department already has and streamlining lights and wiring. Treasurer Jill Holmes asked how many vehicles were on the bid quote from Darlings. Sheriff Curtis responded that there were three. Commissioner Crowley agreed that the used SUV purchase from Penobscot should be locked down then evaluate the situation.

***MOTION* Commissioner Crowley moved to authorize the purchase of a new vehicle with the understanding that the Penobscot County SUV vehicle purchase has been secured first. Commissioner Cassidy seconded the motion which passed 3-0.**

Commissioner Gardner asked Sheriff Curtis which vehicle would be replaced with the new vehicle. Sheriff Curtis responded that it would be his cruiser that would be replaced. His old cruiser would then be used as a much needed spare. Sheriff Curtis explained that his department recently needed a spare vehicle when one of the cruiser's motor needed to be replaced. Sheriff Curtis stated that the motor went with 120,000 miles on it. He was able to replace the engine for \$4,000. That cruiser is now back up and running. Commissioner Gardner stated that there was no reason for a motor to go with only 120,000 miles on it. Sheriff Curtis stated that the issue has been dealt with.

***MOTION* Commissioner Crowley moved to go into Executive Session pursuant to Title 1 MRSA § 405 (6) (C) to discuss a legal issue. Commissioner Cassidy seconded the motion which passed 3-0. It was 4:35 p.m.**

***MOTION* Commissioner Crowley moved to come out of Executive Session. Commissioner Cassidy seconded the motion which passed 3-0. It was 4:40 p.m.**

There were no motions or decisions made after Executive Session.

Adjournment 4:40 p.m.

**Attest: _____
Carla J.R. Manchester, Admin. Asst.**

122