

March 14, 2013

**Minutes of the Washington County Commissioners'
Regular Meeting held
March 14, 2013
in the Commissioners' Conference Room
Machias, Maine**

Attending the meeting were:
Commissioner Vinton E. Cassidy
Commissioner John B. Crowley, Sr.
Betsy Fitzgerald, County Manager
Carla Manchester, Administration
Ken Daye, SCEC
Sharon Mack, DECP
Jill Holmes, Treasurer's Office
Mike Hinerman, EMA
Sharon Strout, Deeds
Judy Alexander, Treasurer's Office
Darlene Wallace, Deeds
Donald Smith, Sheriff
Janet Robertson, WC:OC
Rich Rolfe, Jail Administrator
Josh Rolfe, RCC
Dean Preston, U.T.
Chris Chu, D.A.'s Office
Ethan Plaut, D.A.'s Office
Heather Mahar
Paul Cavanaugh, D.A.'s Office

The meeting was called to order at 4:25 p.m.

AGENDA ITEM: Approval of the January Public Hearing Meeting Minutes
(January 17, 2013)

MOTION Commissioner Crowley moved to approve the January Public Hearing Meeting Minutes. Commissioner Cassidy seconded the motion which passed unanimously.

AGENDA ITEM: Approval of the February Regular Commissioners' Meeting Minutes (February 14, 2013)

MOTION Commissioner Crowley moved to approve the February Regular Commissioners' Meeting Minutes. Commissioner Cassidy seconded the motion which passed unanimously.

March 14, 2013

AGENDA ITEM: Monthly and Quarterly Reports

The Commissioners were provided monthly reports in their meeting packets. (See attached)

AGENDA ITEM: Payroll Status Change Notices

MOTION Commissioner Crowley moved to accept the recommendation by the Sheriff to hire Richard Rolfe as Jail Administrator. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to hire Brian Knox as full-time Head Cook. Commissioner Cassidy seconded the motion which passed unanimously.

Commissioner Crowley inquired about the status of the Food Service Proposal from Armark. The Sheriff stated that after the presentation given by Armark it was discovered that there had been inaccurate information given in regards to the price per meal if provided by the Jail kitchen. With more accurate information, it was decided to leave the food services in-house at this time. Commissioner Cassidy stated that he was in favor of this decision.

MOTION Commissioner Crowley moved to hire Heather Mahar for the part-time secretarial position for the D.A.'s office in Calais. Commissioner Cassidy seconded the motion which passed unanimously.

The Sheriff pointed out that after 45 years of service to Washington County, Lester Seeley will be retiring.

AGENDA ITEM: Six-Month Certificates presented.

The six-month certificates were presented and signed for Wanda Akoa, J. Marie Chute, Carla Manchester, Brean Reid, Allen Rolfe and Dawn Tolman.

Adjournment 4:37 p.m.

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