

June 11, 2015

**Minutes of the Washington County Commissioners'  
Regular Meeting  
held June 11, 2015  
in the Commissioners' Conference Room  
Machias, Maine**

---

**Attending the meeting were:  
Commissioner Christopher M. Gardner  
Commissioner John B. Crowley, Sr.  
Betsy Fitzgerald, County Manager  
Carla J.R. Manchester, Administration  
Susan Hatton, SCEC  
M.F. Hinerman, EMA  
Jill Holmes, Treasurer  
Judith Alexander, Treasurer's Office  
Josh Rolfe, RCC  
Dean Preston, U.T.  
Rich Rolfe, Jail  
Barry Curtis, Sheriff  
Mike Crabtree, Chief Deputy  
Jeffrey Davidson, Attorney**

**Commissioner Vinton E. Cassidy was not present.**

---

The meeting was called to order at 4:35 p.m.

**Approval of the minutes for the Regular Commissioners' meeting held on  
May 14, 2015 (Crowley / Gardner, 2-0)**

**AGENDA ITEM: Monthly and Quarterly Reports**

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

Negotiations for the manpower needed and extra cost to implement the M.O.U. between the Town of Lubec and the Washington County Sheriff's Office will need to be facilitated. During the executive session the Commissioners approved the M.O.U that will provide selective enforcement in the Town of Lubec.

June 11, 2015

**\*MOTION\*** Commissioner Crowley moved to authorize Betsy Fitzgerald to facilitate and sign the M.O.U. between the Town of Lubec and the Washington County Sheriff's Office for selective enforcement in the Town of Lubec. Commissioner Gardner seconded the motion which passed 2-0.

**AGENDA ITEM: Payroll Change Notices**

**\*MOTION\*** Commissioner Crowley moved to hire Heron Weston as full-time Interim Unorganized Territories Supervisor effective 07/01/15. Commissioner Gardner seconded the motion which passed 2-0.

This hire will be for a one-year period during the absence of U.T. Supervisor Dean Preston while he attends War College.

By consensus and without prejudice, the following resignations were accepted:

- Virginia Brown as part-time EMA Office Assistant effective 06/11/15;
- Diana Mahar as full-time Victim Witness Advocate for the Calais District Attorney's Office effective 07/06/15.

Sheriff Curtis made a request to the Commissioners to reclassify the position of Josh Rolfe from RCC Operational Supervisor to Deputy Director. Commissioner Gardner inquired if the Union had been notified and included in the process of reducing a union position. Sheriff Curtis and Josh Rolfe replied that the Union had not been involved. Captain Rich Rolfe stated that reclassification of a union position has been done before. Commissioner Gardner stated that a revised job description and agreement with the union would be needed before such a reclassification could be approved. By consensus, the request was tabled until all the details have been agreed upon with the Union.

District Attorney Matthew Foster had planned on being present to introduce and recommend a hire for the position of Victim Witness Advocate in the Machias D.A.'s office. A family emergency kept him from attending the meeting. County Manager Betsy Fitzgerald appraised the Commissioners of the situation and D.A. Foster's recommendation to Hire Abby Hoke as Victim Witness Advocate.

June 11, 2015

**\*MOTION\* Commissioner Crowley moved to hire Abby Hoke as full-time Victim Witness Advocate effective 06/29/15. Commissioner Gardner seconded the motion which passed 2-0.**

By consensus, the Commissioners authorized County Manager Betsy Fitzgerald to verify and complete the hiring process.

**AGENDA ITEM: Cruiser bids**

Sheriff Curtis presented bids received for three new patrol vehicles. Two bids were received that met the specifications outlined in the bid packet. Sheriff Curtis recommended acceptance of the bid from Darlings Ford with the lowest bid of \$66,205.00. This amount included the trade-in of three currently owned cruisers. Sheriff Curtis noted that a fourth cruiser would need to be replaced for the cruiser that was totaled in a crash on April 2, 2015. Commissioner Gardner inquired as to why it wouldn't make sense to trade two of the county owned vehicles, retain the best of the three county owned vehicles and accept the bid for the three new vehicles from Darlings. After a lengthy debate about how to best replenish the Sheriff's cruiser inventory,

**\*MOTION\* Commissioner Crowley moved to authorize the acceptance of the bid from Darling's Bangor Ford for three new cruisers for the bid amount of \$66,205.00. This amount includes the trade-in of three county cruisers. Commissioner Gardner seconded the motion which passed 2-0.**

There was no resolution to the replacement of the totaled vehicle at this time.

**AGENDA ITEM: Capital Outlay / Reserves Carry Forward Revision**

Treasurer Jill Holmes requested the Commissioners' approval of a revision to the capital outlays, grants and reserve accounts carry-over for 2014 / 2015. The three line items with revisions were Building Improvements, Sheriff Data Recovery and Registrar of Probate Surcharge. (See attached.)

June 11, 2015

**\*MOTION\*** Commissioner Gardner accepted the revision made to the Capital Outlays, Grants and Reserve Accounts Carry-over from 2014 to 2015 as presented. Commissioner Crowley seconded the motion which passed 2-0.

ADJOURNMENT

5:00 p.m.

ATTEST:

\_\_\_\_\_  
Carla J.R. Manchester, Admin. Asst.