

July 11, 2013

**Minutes of the Washington County Commissioners'  
Regular Meeting held  
July 11, 2013  
in the Commissioners' Conference Room  
Machias, Maine**

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**Attending the meeting were:**

**Commissioner Vinton E. Cassidy  
Commissioner Christopher Gardner  
Betsy Fitzgerald, County Manager  
Carla Manchester, Administration  
Ken Daye, SCEC  
Sandra Jones, Unorganized Territory  
Rich Rolfe, Jail  
Phil Duggan, DCP  
Mike Hinerman, EMA  
Joshua Rolfe, RCC  
Sharon Strout, Deeds  
Jill C. Holmes, Treasurer  
Judith Alexander, Treasurer's Office  
Heron Weston, Unorganized Territory  
Tom Boutureira, Downeast Coastal Conservancy  
Bonnie Fortini, Adult Education  
Carlene Holmes, Probate**

**Commissioner Crowley was not present.**

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Commissioner Gardner called the meeting to order at 4:00 p.m.

**AGENDA ITEM: Downeast Coastal Conservancy**

Downeast Coastal Conservancy Executive Director Tom Boutureira gave a brief overview of a project being completed by the Two Rivers Community Committee. The Two Rivers Campaign is a \$1.9 million campaign to actively manage and ensure public access to over 1000 acres of Machias and Middle River area land for a number of recreational uses and programs. A proposal was presented to the Commissioners to collaborate with the DCC on managing the parcel of land owned by Washington County that abuts with the DCC Machias River property. As part of the 3-year management agreement proposal, DCC would be responsible for property management. Commissioner Cassidy stated that

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it is the peoples' resource to use. Commissioner Gardner agreed stated that the County has looked for different uses of this property so it would make sense to make use of the land that has been dormant for fifteen years. There is no immediate plan for its' use at the moment. Before an agreement would be approved, Commissioner Gardner asked that the County Manager check with the Risk Pool to indemnify the County from any liability issues. By consensus the Commissioners requested a written agreement that would be presented for approval.

**AGENDA ITEM: Adult Education**

Machias Adult Education Director Bonnie Fortini gave a brief presentation to explain the current funding cuts to the Adult Education Program in the Machias Area. The purpose of the presentation was not to request any funding at this time but to create awareness for the need of this service and to ask the Commissioners to lead the community in supporting a plan for a Washington County Regional Adult Education Program. Commissioner Gardner pointed out that the budget process for 2014 is at hand and suggested that this would be a good time to submit a proposal outlining the need for such a program and the goal of this initiative. He asked that Ms. Fortini work with the County Manager to prepare information to present to the Budget Committee.

**Adjournment 4:30 p.m.**

**Attest:** \_\_\_\_\_  
**Carla J.R. Manchester, Admin. Asst.**

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Heron Weston, U.T.

Sandra Jones, U.T.

Tom Boutoureira, Downeast Coastal Conservancy

Bonni Fortini, Adult Education

Carlene Holmes

Commissioner John B. Crowley, Sr. was not present.

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Commissioner Gardner called the Executive Department business to order at 4:50 p.m.

**AGENDA ITEM:** Approval of the June Executive meeting minutes (June 13, 2013)

**\*MOTION\*** Commissioner Cassidy moved to approve the June Executive meeting Minutes. Commissioner Gardner seconded the motion which passed unanimously.

**AGENDA ITEM:** Approval of the June Regular Commissioners' Meeting Minutes (June 13, 2013)

**\*MOTION\*** Commissioner Cassidy moved to approve the June Regular Commissioners' Meeting Minutes. Commissioner Gardner seconded the motion which passed unanimously.

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**AGENDA ITEM: Monthly and Quarterly Reports**

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

Carlene Holmes informed the Commissioners that previous Registrar of Probate, Barbara Johnson, had passed away in June. Commissioner Gardner recognized that Barbara had a long and successful career for Washington County Probate Office and sent condolences to her family.

**AGENDA ITEM: Payroll Status Change Notices**

**\*MOTION\*** Commissioner Cassidy moved to hire Matthew Carter as part-time ECS not to exceed 32 hours except for training or an emergency. Commissioner Gardner seconded the motion which passed unanimously.

**\*MOTION\*** Commissioner Cassidy moved to hire Jessy Timpe as part-time ECS not to exceed 32 hours except for training or an emergency. Commissioner Gardner seconded the motion which passed unanimously.

After interviewing candidates for Dean's temporary replacement during his deployment, County Manager Betsy Fitzgerald recommended Heron Weston for the position.

**\*MOTION\*** Commissioner Cassidy moved to hire Heron Weston as full-time temporary Unorganized Territories Supervisor. Commissioner Gardner seconded the motion which passed unanimously.

RCC Supervisor Josh Rolfe requested a rate increase for the two current Shift Supervisors within the RCC to compensate them for their duties as Shift Supervisor. By consensus, this matter was tabled so that further clarification of the County Policy, Union Contract and Standard Operations Procedure Policy could be achieved.

**\*MOTION\*** Commissioner Cassidy moved to hire Martha Getchell as full-time Corrections Officer. Commissioner Gardner seconded the motion which passed unanimously.

**AGENDA ITEM: Six Month Certificate**

A six month certificate for Amanda Eckman was presented and signed for successful completion of her introductory period as full-time Administrative Assistant in the Machias D.A.'s office.

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**AGENDA ITEM: Tax Abatement Decisions**

Two of the three tax abatement decisions were signed. Joanna Giusti vs. Town of Milbridge was denied and Constance Waits vs. Town of Milbridge was denied. The third abatement decision held last month for Walter and Sylvia Laukshtein is being prepared.

**AGENDA ITEM: Schedule Tax Abatement Hearing**

A tax abatement hearing for Christensen vs. Milbridge will be held at 3:00 p.m. on August 8<sup>th</sup>, 2013 in the Commissioner's Conference Room.

**AGENDA ITEM: Approval of Jail Biennial budget**

The proposed Jail budget for 2013-14 & 2014-15 was presented to the commissioners for approval. Financial Accountant Judy Alexander confirmed that the figures presented reflect the most recent and updated changes.

**\*MOTION\*** Commissioner Cassidy moved to approve the proposed Jail budget for 2013/14 & 2014/15 for \$2,503,664. Commissioner Gardner seconded the motion which passed unanimously.

**AGENDA ITEM: Approval of caucus schedule**

A schedule for the caucus to elect the 2014 Washington County Budget Advisory Committee was presented for approval. It was discussed that two of the districts will be replacing more than one member. By consensus, the schedule was approved. Commissioner Gardner instructed that it be distributed to all municipalities and publications for notice.

**Adjournment 5:10 p.m.**

**Attest:** \_\_\_\_\_  
Carla J.R. Manchester, Admin. Asst.