

July 9, 2015

**Minutes of the Washington County Commissioners'  
Regular Meeting  
held July 9, 2015  
in the Commissioners' Conference Room  
Machias, Maine**

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**Attending the meeting were:  
Commissioner Christopher M. Gardner  
Commissioner John B. Crowley, Sr.  
Commissioner Vinton E. Cassidy  
Betsy Fitzgerald, County Manager  
Carla J.R. Manchester, Administration  
Susan Hatton, SCEC  
Cat Cannon, MVNO  
Mike Crabtree, Chief Deputy  
Judy East, WCCOG  
M.F. Hinerman, EMA  
Judith Alexander, Treasurer's Office  
Josh Rolfe, RCC  
Sharon D. Strout, Deeds**

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The meeting was called to order at 4:45 p.m.

**Approval of the Commissioners' Executive Session meeting minutes for  
June 11, 2015 (Crowley / Gardner, 2-0-1)**

**Approval of the minutes for the Regular Commissioners' meeting held on  
June 11, 2015 (Crowley / Gardner, 2-0-1)**

**AGENDA ITEM: Monthly and Quarterly Reports**

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

Registrar of Deeds Sharon Strout presented bids that she received in response to a request for quotes on rolling shelving for the Deeds Office. Two bids were received; both from Spectra Associates, Inc. of Delmar, New York with two separate options for shelving space and configuration. Sharon recommended Option #2 which appeared to be the lowest bid of \$7,293.00. While reviewing both bids it was discovered that the total bid amount on Option #2 was incorrect. The actual total for Option #2 quote is \$10,113.00. Ms. Strout explained that

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although it was the higher bid she would still recommend acceptance of Option #2. Ms. Strout explained that with Option #2 the shelving could be placed back to back making it a much better use of the space. This configuration was also recommended by Architect Mark Carter. Commissioner Gardner asked Ms. Strout if there is enough money in her budget to cover the cost if the bid of \$10,113.00 is accepted. She confirmed that there is.

**\*MOTION\* Commissioner Cassidy moved to accept the bid of \$10,113 from Spectra Associates, Inc. for Option #2 for shelving for the Registry of Deeds Office. Commissioner Crowley seconded the motion which passed 3-0.**

**AGENDA ITEM: Sheriff's, Chief Deputy, and Patrol Deputies Bonds**

The verification of the sufficiency of the Sheriff's bonds is done annually. These are prepared by District Attorney Matthew Foster and found sufficient.

**\*MOTION\* Commissioner Crowley moved to approve the Sheriff's, Chief Deputy and Patrol Deputies Bonds. (Crowley / Cassidy 3-0).**

All three bonds were signed by Board Commissioner Chair Gardner as presented.

**AGENDA ITEM: Approval of caucus schedule**

Commissioner Gardner summarized the process of the caucus to elect representatives to the Washington County Budget Advisory Committee. The Commissioners reviewed the schedule for the caucus presented. It was noted that the only possible change may be that Commissioner Gardner's district (District 2) may need to elect 2 representatives instead of one. This change is due to the resignation of the manager of Eastport. By Consensus, the Commissioners approved the caucus schedule as presented.

**AGENDA ITEM: Signatures on Tax Abatement Decision**

The tax abatement for James vs. Greenlaw Chopping Twp. was held on May 14, 2015. The Commissioners' voted to deny the petition. The notice of decision was signed as presented.

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**AGENDA ITEM: Possible date changes for the August and September Commissioners' Meetings**

County Manager Betsy Fitzgerald alerted the Commissioners of up-coming events in August and September that would be a conflict with the scheduled Commissioners' Meetings for those months. By consensus, the Commissioners agreed to reschedule the August meeting to Thursday, August 6<sup>th</sup> at 4:00 p.m. Rescheduling the September meeting will be discussed during the August meeting.

**AGENDA ITEM: Request from Machias Wild Blueberry Festival for use of court parking lots**

County Manager Betsy Fitzgerald presented a request made by the Chair of the Machias Wild Blueberry Festival for the use of the court parking lots. The request is for the parking lot located on the corner of Court and Center Street and for the new parking lot on Court Street between the District Attorney's Office and the Law Office of Jeffrey Davidson. Commissioner Gardner inquired about possible traffic on those streets. County Manager Betsy Fitzgerald replied that the parking lots are not accessible to vehicles as the roads are blocked off for the festival. By consensus, the Commissioners approved the use of the space.

**\*MOTION\* Commissioner Crowley moved to go into Executive Session pursuant to Title 1 MRSA § 405 (6) (A) (3) to discuss a personnel issue. Commissioner Cassidy seconded the motion which passed 3-0. It was 5:02 p.m.**

Commissioner Gardner stated that a motion was not anticipated.

**\*MOTION\* Commissioner Crowley moved to come out of Executive Session. Commissioner Cassidy seconded the motion which passed 3-0. It was 5:29 p.m.**

There were no motions or decisions made after Executive Session.

**ADJOURNMENT**

**5:29 p.m.**

**ATTEST:**

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**Carla J.R. Manchester, Admin. Asst.**