

August 6, 2015

**Minutes of the Washington County Commissioners'
Regular Meeting
held August 6, 2015
in the Commissioners' Conference Room
Machias, Maine**

Attending the meeting were:
Commissioner John B. Crowley, Sr.
Commissioner Vinton E. Cassidy
Betsy Fitzgerald, County Manager
Carla J.R. Manchester, Administration
Susan Hatton, SCEC
Barry Curtis, Sheriff
Mike Crabtree, Chief Deputy
Sharon D. Strout, Deeds
Carlene Holmes, Probate
Judith Alexander, Treasurer's Office
Rosemary Kulow, MCCA
Commissioner Christopher M. Gardner was not present.

The meeting was called to order at 4:15 p.m.

**Approval of the minutes for the Regular Commissioners' meeting held on
July 9, 2015 (Crowley / Cassidy, 2-0)**

AGENDA ITEM: Monthly and Quarterly Reports

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

Chief Deputy Michael Crabtree requested an extension of the six-month probationary period for four of the Patrol Deputies. William Scull has not been able to complete his FTO training. Josh Rolfe, Frank Gardner and Rodney Merritt were hired for a specific function for which they had not been utilized yet.

***MOTION* Commissioner Crowley moved to extend the six-month probationary period for William Scull, Josh Rolfe, Frank Gardner, and Rodney Merritt. Commissioner Cassidy seconded the motion which passed 2-0.**

August 6, 2015

AGENDA ITEM: Signature on Six-Month Certificate

A six-month certificate was presented and signed for Tami Lane.

AGENDA ITEM: Salt Bid Process

County Manager Betsy Fitzgerald explained that traditionally the Salt Bid due date is coordinated so that bids are already received and recommendation of bid award is prepared for the August Commissioners' meeting. This year the RFP bid packets had been sent out with the due date of August 7th. The August Commissioners' meeting was then rescheduled from August 13th to August 6th. To keep to the time-frame needed for winter road maintenance preparation, County Manager Betsy Fitzgerald asked the Commissioners how they would like to proceed with the process. It was recommended that the County Manager be authorized to open and award the bid to the lowest bidder.

***MOTION* Commissioner Crowley moved to authorize County Manager Betsy Fitzgerald to open and award the salt bid for 2015/16 to the lowest bidder. (Crowley / Cassidy 2-0).**

Commissioner Crowley requested that the Commissioners be kept updated on the award process.

AGENDA ITEM: Signature on Community Corrections Annual Expenditure Report

Treasurer Jill Holmes presented the Community Corrections Account Annual Expenditure Report for fiscal year 2015. Customarily the Chair of the Commissioners' signature is needed on this form. Commissioner Gardner had anticipated his absence at the meeting. To meet the deadline he gave County Manager Betsy Fitzgerald authorization in advance to sign for him. By consensus, the County Manager was authorized to sign the Annual Expenditure Report.

AGENDA ITEM: Discuss September Meeting Date

The MCCA Convention for 2015 will be held on September 9th and 10th. This is a conflict with the September County Commissioners' Meeting scheduled for September 10th. County Manager Betsy Fitzgerald asked the Commissioners if they would like to reschedule the September meeting to September 3, 2015.

August 6, 2015

MOTION Commissioner Crowley moved to reschedule the September Commissioners' Meeting date from Thursday, September 10th to Thursday, September 3rd. (Crowley / Cassidy 2-0).

AGENDA ITEM: Renewal of Continuing Snow Removal Contract

County Manager Betsy Fitzgerald stated that the contractor By "US" Company has offered to extend the snow removal/winter services contract for the upcoming winter season of 2015/16 at the same price. County Manager Betsy Fitzgerald pointed out that the County has been satisfied with the services of the By "US" Company in the past.

MOTION Commissioner Crowley moved to extend the Snow Removal Contract with the By "US" Company for the winter season 2015/16 at the same price. (Crowley / Cassidy 2-0).

AGENDA ITEM: Heating System Bid

County Manager Betsy Fitzgerald reported that a RFP for a new heating system was publicized and distributed to all local heating vendors. One bid was received. It was discussed as to whether this bid should be accepted, or reject it and put the job back out for a rebid. After considering the options;

MOTION Commissioner Crowley moved to reject the one bid for a new heating system and put it back out for a rebid.
Commissioner Cassidy seconded the motion which passed 2-0.

As a final note, County Manager Betsy Fitzgerald expressed her appreciation to all the employees for their positive and good natured attitudes while carrying on their duties in a disruptive work environment. She acknowledged that the last several weeks particularly have been dusty and noisy. She gave accolades to all departments.

ADJOURNMENT

5:29 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.