

September 3, 2015

**Minutes of the Washington County Commissioners'
Regular Meeting
held September 3, 2015
in the Commissioners' Conference Room
Machias, Maine**

**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
Joanna S. Billings, Bangor Daily News
Melanie Small, Buildings & Grounds
M.F. Hinerman, EMA
Josh Rolfe, RCC
Barry Curtis, Sheriff
Michael Crabtree, Chief Deputy
Sharon Strout, Deeds
Judith A. Alexander, Treasurer's Office
Bill Kitchen, MVNO**

The meeting was called to order at 5:00 p.m.

Approval of the minutes for the Regular Commissioners' meeting held on August 6, 2015 (Crowley / Cassidy, 2-0-1)

AGENDA ITEM: Monthly and Quarterly Reports

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

AGENDA ITEM: Payroll Change Notice

County Manager Betsy Fitzgerald introduced Melanie Small whom she is recommending to fill the new full-time custodial position. A new full-time position is needed with the addition to the county building. County Manager Betsy Fitzgerald pointed out that the State is reimbursing the County for this position.

***MOTION* Commissioner Crowley moved to hire Melanie Small as full-time Buildings and Grounds Custodian effective 08/24/15. Commissioner Cassidy seconded the motion which passed 3-0.**

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AGENDA ITEM: Signature on Six-Month Certificate

A six-month certificate was presented and signed for James Malloy.

AGENDA ITEM: Confirmation of Salt Bid Award

During the August Commissioners' meeting County Manager Betsy Fitzgerald was authorized to open and award the salt bid for 2015/16 to the lowest bidder. A summary of the salt bid results was given to the Commissioners. The bid was awarded to Cargill Deicing Technology as the low bidder.

MOTION Commissioner Crowley moved to award the salt bid for 2015/16 to Cargill Deicing Technology with the low bid of \$68.22 per ton for all municipalities.
(Crowley / Cassidy 3-0).

AGENDA ITEM: Sheriff's Request for Deputy Authorization

Chief Deputy Crabtree presented the Sheriff's request for authority to have state-wide jurisdiction pursuant to Title 30-A Section 405. Commissioner Gardner inquired if this would apply to full-time deputies only. Chief Deputy Crabtree answered in the affirmative. Chief Deputy Crabtree explained that the recent manhunt for a murder suspect in Southern Aroostook and Northern Penobscot brought about the request. Commissioner Gardner asked if other counties have implemented this policy. Chief Deputy Crabtree stated that other counties have established this protocol and have agreements with the other counties.

MOTION Commissioner Cassidy moved to authorize the County Sheriff and certified full-time deputy sheriffs who have met the requirements of Title 25, Section 2804-C to perform any of the acts described in Title 17-A, section 15 while outside the jurisdiction in which they are appointed if, when possible, the law enforcement agency of a foreign municipality in which the arrest is to be made is notified in advance or, when not possible, the law enforcement agency of the foreign municipality in which the arrest has been made is notified immediately after the arrest. (Cassidy / Crowley 3-0).

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AGENDA ITEM: Award Propane and Oil Bids

County Manager Betsy Fitzgerald presented a summary of the propane and fuel bids received (see attached). The recommendation was to accept Dead River's bid for both the propane and fuel oil as the apparent low bidder.

***MOTION* Commissioner Crowley moved to award the fuel oil bid for a fixed price of \$1.9836/gallon for the period of November 1, 2015 through October 31, 2016 to Dead River. (Crowley / Cassidy 3-0).**

Commissioner Gardner questioned the language on the bid for propane that was received by R.H. Foster. There was a discussion on the interpretation of the language used with a determination that clarification was required before a final decision could be made. Commissioner Gardner questioned how the indicative price given by R.H. Foster's of \$.919 (rack plus \$.25) was determined. Is the \$.25 charge part of the \$.919 or added to the price? Dead River bid a fixed rate of \$1.225/gallon coming in as the low bid in comparison to R.H. Foster's fixed bid of \$1.359/gallon. Depending on the correct interpretation of the capped price, the most that the County would pay is \$1.299. County Manager Betsy Fitzgerald stated that she would make a call to F.H. Foster for the clarification.

***MOTION* Commissioner Crowley moved to accept the bid from R.H. Foster's if the capped price of \$1.164/gallon with a \$.135/gallon fee was figured based on the indicative price of \$.919 (rack plus \$.25). If not, the bid will be awarded to Dead River at a fixed price of \$1.225/gallon. (Crowley / Cassidy 3-0).**

AGENDA ITEM: Heating System Bids

County Manager Betsy Fitzgerald stated that RFP's for a new heating system for the Courthouse, Jail and Sheriff's office was published for a second time. Request for proposals solicited qualified heating contractors to "submit a design, total cost for the equipment purchase, installation, and all other work associated with the project. The bid shall also state the estimated annual operational cost for the heating system, and include removal and disposal of one or both of the present boilers." A comparison sheet was submitted to the Commissioners (see attached). Commissioner Gardner summarized the

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details of the bids; J.L. Huntley bid \$88,500 and Gatcomb Plumbing and Heating bid \$64,340. It was decided that the two bids could not be compared based on the fact that the bids are for two completely different designs. A true competitive bid must be based on a design by a third party. Commissioner Crowley commented that it would be worthwhile to come up with a spec sheet for the job. County Manager Betsy Fitzgerald stated that she did talk with CES and they quoted an approximate cost of \$9,000.00 for specs. Commissioner Gardner agreed that a design should be solicited and specs produced to obtain better results on RFP's for the project. The project may need to be tabled for a year but it best not to rush into such a large job.

***MOTION* Commissioner Crowley moved to authorize County Manager Betsy Fitzgerald to make inquiries about a spec design. Commissioner Cassidy seconded the motion which passed 3-0. An Amendment to the motion was made to reject both bids.**

AGENDA ITEM: Constitution Day Proclamation

County Manager Betsy Fitzgerald reported that President Barack Obama proclaimed September 17th as Constitution Day and Citizenship Day in remembrance of the signing of the Constitution and in recognition of the Americans who strive to uphold the duties and responsibilities of citizenship.

AGENDA ITEM: Courthouse Project Update

County Manager Betsy Fitzgerald reported that the renovation work is continuing on the third floor. Coring and drilling is being done for the electrical and plumbing upgrades. The new addition is open and everyone is working through the details.

The recent heavy rain caused damage to the back parking lot and washed out the embankment leading to 28 Center Street. The stairs will be removed and rip rap placed to secure the slope. This repair work will be part of the State's renovation work.

Pavement and striping begins next week. The Court Street parking lot will be done, followed by Cooper Street parking lot and then the employee parking behind the new addition.

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County Manager Betsy Fitzgerald announced that the Budget Advisory Committee elected Lewis Pinkham as Chair of the Board. The first B.A.C. meeting date has been set for Tuesday, September 22, 2015 at 9:00 a.m. at the Center Street Conference room. Other meeting dates will be determined at the first meeting.

MOTION Commissioner Crowley moved to go into Executive Session pursuant to Title 1 M RSA § 405 (6) (A) (3) to discuss a personnel issue. Commissioner Cassidy seconded the motion which passed 3-0. It was 5:25 p.m.

MOTION Commissioner Crowley moved to come out of Executive Session. Commissioner Cassidy seconded the motion which passed 3-0. It was 6:12 p.m.

There were no motions or decisions made after Executive Session.

ADJOURNMENT

6:12 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.