

November 14, 2013

**Minutes of the Washington County Commissioners'  
Regular Meeting held  
November 14, 2013  
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 Manchester, Administration  
Matthew Carter, WCRCC  
Will Tuell, Downeast Coastal Press  
Ken Day, Sunrise County Economic Council  
Judy Alexander, Treasurer's Office  
Shawn Donahue, Sheriff's Office  
Sharon D. Strout, Deeds  
Donnie Smith, Sheriff's Office  
Darlene Wallace, Deeds  
Joshua Rolfe, WCRCC  
Rosemary Kulow, MCCA  
Larry Post, City of Eastport**

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Commissioner Gardner called the Executive Department business to order at 4:46 p.m.

**AGENDA ITEM: Approval of the October Regular Meeting Minutes  
(October 10, 2013) (Crowley / Cassidy, 3-0)**

**AGENDA ITEM: Monthly and Quarterly Reports**

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

**AGENDA ITEM: Payroll Status Change Notices**

By consensus, the Commissioners accepted the resignation of Linda Cox as full-time jail cook without prejudice effective 10/15/13.

To fill the full-time jail cook position,

**\*MOTION\* Commissioner Cassidy moved to hire Amy Wasson as full-time Jail Cook effective 11/03/13. Commissioner Crowley seconded the motion which passed unanimously.**

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By consensus, the Commissioners supported the recommendation of Sheriff Smith to terminate Kelly Craven and Eric McMillan from their positions as part-time Corrections Officers as neither completed the mandatory training required for correctional officers at the Washington County Jail. Their terminations are effective 11/07/13.

**\*MOTION\*** Commissioner Cassidy moved to accept the resignation of Travis Oakes as full-time ECS effective 11/18/13. Commissioner Crowley seconded the motion which passed unanimously. Travis will remain in a part-time position.

To fill the ECS full-time position,

**\*MOTION\*** Commissioner Crowley moved to promote Matthew Carter to full-time ECS effective 11/18/13. Commissioner Cassidy seconded the motion which passed unanimously.

By consensus, the Commissioners accepted the resignation of John Peterson effective 11/19/13. It was noted that there is a shortage of patrol deputies which has caused some shifting of employees from one municipality to another. Patrol Deputy Peterson was wished the best at his new position in the Calais Police Department.

**AGENDA ITEM: Six-month Introductory Certificates**

Six month certificates were presented and signed for Brian Brodie, Heather Mahar, Jennie Stoddard and Ann Hayward.

**AGENDA ITEM: Approval of the Employee Agreement between Washington County Commissioners and FOP**

The Union Contract between Washington County and the Fraternal Order of Police for the period ending 12/2015 was presented to the Commissioners for approval. County Manager Betsy Fitzgerald gave a summary of the changes in the proposed two year contract which include:

- Using the term "Union Representative" instead of "Shop Steward";
- An increase in the allowance for footwear from \$100.00 to \$125.00;
- A change in the vacant position hiring weighed formula for oral, performance evaluation and education;
- Clarification of the vacant promotional process;
- Increase in employee contribution for insurance coverage to 20%;

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- The role of Discipline and discharge changed from the Sheriff to the Chief Deputy;
- Wage scale and COLA rate increases;
- Differential rate increase to \$.75 for Corporal;
- Outside detail work will be paid at one rate with a minimum of three hours for each detail; and
- The cellular phone reimbursement will be paid monthly instead of every three months.

Commissioner Gardner stated that these changes have made the contract clearer and cleaner. Commissioner Crowley agreed. Chief Deputy Donahue thanked the patrol deputies who were involved with the negotiations stating that they were very easy to work with and understanding of the County's position. Commissioner Gardner noted that the F.O.P had been good to work with as well. As a side note, Commissioner Gardner pointed out a sick bank concept brought to his attention by Commissioner Cassidy. Creating a sick bank for union employees may be a way to have sick time available for employees when they need it, yet alleviate the unfunded liability problem.

**\*MOTION\*** Commissioner Cassidy moved to approve the union contract between Washington County Commissioners and the Fraternal Order of Police Lodge 006 ending December 2015. Commissioner Crowley seconded the motion which passed unanimously;

And,

**\*MOTION\*** Commissioner Cassidy moved to authorize County Manager Betsy Fitzgerald to sign the union contract agreement. Commissioner Crowley seconded the motion which passed unanimously.

**AGENDA ITEM:** Elect representative to MCCA

**\*MOTION\*** Commissioner Crowley moved to appoint Commissioner Gardner to sit on the Maine County Commissioners' Association Board. Commissioner Cassidy seconded the motion which passed unanimously.

**AGENDA ITEM:** Appointment of LUPC Commissioner from Washington County

The County Commissioners solicited letters of interest and resumes from county residents interested in serving as the Washington County member of the Land Use Planning Commission. There was very little response

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received. The Commissioners discussed what the requirements and qualifications are to be appointed to the board, and ways in which to better inform the public, casting a broader net. To allow the opportunity to seek someone with more experience and expertise,

**\*MOTION\* Commissioner Crowley moved to temporarily appoint County Manager Betsy Fitzgerald as LUPC Commissioner from Washington County. Commissioner Cassidy seconded the motion which passed unanimously.**

**AGENDA ITEM: Schedule tax abatement**

The tax abatement for Arnold vs. UT/Greenlaw Chopping Township has been scheduled for Thursday, December 12<sup>th</sup> at 3:00 p.m.

**AGENDA ITEM: Boat Mold Lease**

A boat mold lease between the County of Washington and Millennium Marine USA was presented to the Commissioners for approval. County Manager Betsy Fitzgerald explained that Millennium Marine and the City of Eastport acquired funding from an EDA grant to repurpose and reutilize the old Guilford Mill. The EDA allowed the grant to be modified to use the building for the boat building industry. The County has deferred greatly to the City of Eastport, Cory Guimond and Millinium Marine. The lease duration is for fifteen years with an annual rental amount of \$1.00.

**\*MOTION\* Commissioner Crowley moved to approve the lease between the County of Washington and Millennium Marine as presented with an effective date of November 14, 2013. Commissioner Cassidy seconded the motion which passed unanimously.**

City Manager Larry Post thanked the County Commissioners and the County Manager for their support. Commissioner Gardner asked Larry what the timeframe was. Larry responded that they are waiting for the EDA to release the money. There has been a delay due to the Federal Government shut down.

**AGENDA ITEM: Landowner Management Agreement between Downeast Coastal Conservancy and the Washington County Commissioners**

The County Manager Betsy Fitzgerald explained that the Landowner Management Agreement pertains to a County owned property abutting the

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DCC property in Machias. The three year management agreement would allow DCC to install a parking area and path for accessibility to the DCC Middle River property. This would allow for community recreational and agricultural initiatives.

**\*MOTION\* Commissioner Crowley moved to approve the Land Management Agreement between Washington County and Downeast Coastal Conservancy as presented. Commissioner Cassidy seconded the motion which passed unanimously.**

Commissioner Gardner stated that an extension to the three-year management agreement would be a possibility and could be discussed when the current agreement is nearing an end.

**AGENDA ITEM: Award Oil Bids for 2013 / 2014 Season**

The fuel oil bid that was awarded to R.H. Foster for 3.169/gallon for the 2013/2014 season was not able to be honored by R.H. Foster when it was discovered that the 10,000 gallon tank will no longer be used. It will be removed as part of the court house renovation/expansion project. Both companies that had originally submitted bids were notified and the award was put out for a rebid. One bid was received.

**\*MOTION\* Commissioner Crowley moved to accept the bid for fuel oil from Dead River at the fixed price of \$3.27/gallon. Commissioner Cassidy seconded the motion which passed unanimously.**

**AGENDA ITEM: Approval of Transfer of Forfeiture Assets**

The District Attorney's Office requested that the assets of \$6,394.00 from the criminal forfeiture of State of Maine vs. Shaun Moody be approved to be transferred to the Washington County Forfeiture account. The assets are to go into the drug enforcement account and may not be intermingled with any other County funds.

**\*MOTION\* Commissioner Crowley moved to accept the forfeiture assets of \$6394.00. Commissioner Cassidy seconded the motion which passed unanimously.**

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**AGENDA ITEM: Copier leases**

Proposals for the lease of copy machines for the Commissioners' Office, the DA's Office in Machias and Calais, the Registry of Deeds, the Sheriff's Office and RCC was presented to the Commissioners. The proposals were received from Bangor Computer Copy, Inc. and Transco Business Technologies. County Manager Betsy Fitzgerald recommended the proposal by BCCI be accepted. The annual lease payment of \$7037.00 for a period of five years.

**\*MOTION\*** Commissioner Crowley made a motion to accept the Copier lease for five annual payments of \$7037.00 with Bangor Computer Copy, Inc. Commissioner Cassidy seconded the motion which passed unanimously.

Adjournment 5:29 p.m.

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

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