

December 11, 2014

**Minutes of the Washington County Commissioners'  
Regular Meeting  
held December 11, 2014  
in the Commissioners' Conference Room  
Machias, Maine**

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**Attending the meeting were:  
Commissioner John B. Crowley, Sr.  
Commissioner Vinton E. Cassidy  
Betsy Fitzgerald, County Manager  
Carla Manchester, Administration  
Rich Rolfe, Jail Administrator  
Michael Crabtree, Eastport  
Josh Rolfe, RCC  
Lora Whelan, Quoddy Tides  
Leigh MacKeen, Whitneyville  
Jill Holmes, Treasurer  
Judith Alexander, Treasurer's Office  
Sharon Strout, Deeds  
Carletta Bassano, D.A.'s Office  
Tami Lane, D.A.'s Office-Calais  
Paul Cavanaugh, D.A.'s Office  
Charles Rudelitch, Harrington, Scec**

**Commissioner Christopher M. Gardner was not present.**

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The meeting was called to order at 4:30 p.m.

**Approval of the GROWashington-Aroostock Special meeting minutes held on November 13, 2014 (Crowley / Cassidy, 2-0)**

**Approval of the Public Hearing for F/Y 2015 County Budget meeting minutes held on November 13, 2014 (Crowley / Cassidy, 2-0)**

**Approval of the regular Commissioners' meeting minutes held on November 13, 2014 (Crowley / Cassidy, 2-0)**

**AGENDA ITEM: Monthly and Quarterly Reports**

The Commissioners were provided reports in their meeting packets.

There were not questions or concerns.

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**AGENDA ITEM: Payroll Change Notices**

A payroll change notice reflecting the pay rate for the newly elected sheriff, Barry Curtis, was signed as presented with the effective date of 01/01/15.

A payroll change notice was presented to the Commissioners for the appointment of the Chief Deputy by Sheriff-Elect Barry Curtis. Michael Crabtree will become the new Chief Deputy effective 01/01/15. The payroll change notice was signed as presented.

District Attorney Carletta Bassano stated that Tami Lane was chosen as the successful applicant for the part-time office clerk position in the Calais D.A.'s office.

**\*MOTION\* Commissioner Crowley moved to approve the hire of Tami Lane as part-time office clerk for the Calais D.A.'s office effective 12/01/14. Commissioner Cassidy seconded the motion which passed 2-0.**

County Manager Betsy Fitzgerald pointed out that this will be the last meeting that Carletta Bassano will attend as District Attorney. She will be retiring at the end of the year. Betsy also noted that Assistant District Attorney Paul Cavanaugh will be vacating his position. He will be taking a new position in Kennebec County.

A payroll change notice requesting that Chief Deputy Christopher Donahue be re-classified from Chief Deputy to Patrol Deputy with the rank of Sergeant was presented with the effective date of 12/28/14. Commissioner Crowley stated that the payroll change could not be signed as is. Chief Deputy Chris Donahue would need to be re-classified back to his rank that he was before his appointment to the position of Chief Deputy. A correction to the request was made, and

**\*MOTION\* Commissioner Crowley moved to approve the re-classification of Chief Deputy Christopher Donahue to Patrol Deputy with the rank of Corporal effective 12/28/14. Commissioner Cassidy seconded the motion which passed 2-0.**

**\*MOTION\* Commissioner Crowley moved to accept the resignation of Troy Ramsdell as part-time Patrol Deputy effective 11/27/14 without prejudice. Commissioner Cassidy seconded the motion which passed 2-0.**

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**AGENDA ITEM: Signatures on Six-Month Certificates**

Six-month certificates were presented and signed for the following employees: Blaine Silk, Elizabeth McAdams and Bryon Albee.

**AGENDA ITEM: Approval of Commissioner's Meeting Dates for 2015**

There was a brief discussion regarding possible conflicts on the dates presented. Commissioner Crowley suggested that the schedule be approved as and make changes if needed as conflicts arise.

**\*MOTION\*** Commissioner Crowley moved to approve the Commissioners' Meeting Schedule as presented for 2015. Commissioner Cassidy seconded the motion which passed 2-0.

See attached schedule.

**AGENDA ITEM: Approval of Holiday schedule for 2015**

**\*MOTION\*** Commissioner Crowley moved to approve the Holiday schedule for 2015 as presented. Commissioner Cassidy seconded the motion which passed 2-0.

See attached schedule.

**AGENDA ITEM: Approve nomination of Rebecca McKenna to WHCA Board**

Executive Director Mark Green sent a letter to the Commissioners requesting their consideration of a nomination to fill a vacant seat on the Washington Hancock Community Agency Board of Directors. The WHCA Board of Directors recommended that Rebecca McKenna be appointed by the Commissioners to fill that vacancy.

**\*MOTION\*** Commissioner Crowley moved to approve the nomination of Rebecca McKenna to the Washington Hancock Community Agency Board of Directors. Commissioner Cassidy seconded the motion which passed 2-0.

**AGENDA ITEM: Letter of Support for Margaretta Days**

A letter addressed to the Machias Historical Society in support of Margaretta Days was signed by the Commissioners. The Margaretta Days

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is an annual celebration of the historical event of the *Battle of the Margarett* and is held each year in June. This letter of support will be helpful when soliciting for grant money for funding this event.

**AGENDA ITEM: Update on Court House Project**

The County Manager Betsy Fitzgerald gave a brief summary of the progress on the Court House Project. She reported that the project is slightly behind schedule due to weather issues. Most of the exterior glass sheathing installation has been completed, and studding of the internal walls has begun. Masonry work is scheduled to begin next week. Work on all three floors and the Deeds space is ongoing.

**ADJOURNMENT**

**4:40 p.m.**

**ATTEST:**

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