

April 14, 2016

**Minutes of the Washington County Commissioners'
Regular Meeting
held April 14, 2016
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 Manchester, Administration
Susan Hatton, SCEC
Joshua Rolfe, RCC
Rich Rolfe, Jail
Mike Hinerman, EMA
Carlene Holmes, Probate
Jill Holmes, Treasurer**

Commissioner Christopher Gardner was not present.

The meeting was called to order at 4:10 p.m.

**AGENDA ITEM: Approval of the Special Meeting minutes for the TAN of
March 10, 2016**

The approval of the Special Meeting minutes for the TAN was tabled.

**AGENDA ITEM: Approval of the Regular Meeting minutes of March 10,
2016**

The approval of the Regular Meeting minutes for March was tabled.

AGENDA ITEM: Monthly and Quarterly Reports

Regional Communications Supervisor Josh Rolfe reported that two work stations have been replaced. He stated that another station with a radio is needed. Josh would like to work with PCT to acquire the station. He stated that the cost for the workstation is \$10,000 and is within his budget under Radio Repair and Upgrade Account.

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AGENDA ITEM: Payroll Change Notices

- *MOTION* Commissioner Crowley moved to accept the resignation of Jonathan Rolfe as full-time Emergency Communications Specialist effective 03/25/16. Commissioner Cassidy seconded the motion which passed 2-0.
- *MOTION* Commissioner Crowley moved to accept the resignation of Christopher Donahue as full-time Patrol Deputy effective 04/16/16 without prejudice. Commissioner Cassidy seconded the motion which passed 2-0.
- *MOTION* Commissioner Crowley moved to hire Timothy Mace as full-time Patrol Deputy effective 03/20/16. Commissioner Cassidy seconded the motion which passed 2-0.
- *MOTION* Commissioner Crowley moved to approve the promotion of Michael Congelosi from part-time Emergency Communications Specialist to full-time Emergency Communications Specialist effective 03/27/16. Commissioner Cassidy seconded the motion which passed 2-0.
- *MOTION* Commissioner Crowley moved to approve the promotion of Daniel Thibodeau from part-time Emergency Communications Specialist to full-time Emergency Communications Specialist effective 03/27/16. Commissioner Cassidy seconded the motion which passed 2-0.
- *MOTION* Commissioner Crowley moved to approve the transfer of Christopher Simpson from full-time Corrections Officer to full-time Patrol Deputy effective 03/27/16. Commissioner Cassidy seconded the motion which passed 2-0.
- *MOTION* Commissioner Crowley moved to approve the transfer of Matthew Carter from full-time Emergency Communications Specialist to full-time Patrol Deputy effective 04/03/16. Commissioner Cassidy seconded the motion which passed 2-0.
- *MOTION* Commissioner Crowley moved to hire Timothy Rogers as part-time Corrections Officer effective 04/10/16 not to exceed 30 hours per week except for training and emergency purposes. Commissioner Cassidy seconded the motion which passed 2-0.

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With the recommendation of Captain Rich Rolfe,

MOTION Commissioner Crowley moved to approve the promotion of Benjamin Fritz to rank of Corporal in the Corrections Division effective 03/27/16. Commissioner Cassidy seconded the motion which passed 2-0.

AGENDA ITEM: Signatures on Clerical Union Contract M.O.U.

County Manager Betsy Fitzgerald presented a Memo of Understanding for the Clerical Union contract for the Commissioners' approval. The purpose of the M.O.U. is to clarify the language in the contract in regards to payment of leave accruals. The sidebar language includes probationary employees to receive their leave accruals upon resignation in good standing.

MOTION Commissioner Crowley moved to approve the Memo of Understanding between Teamsters Union Local #340 and Washington County. Commissioner Cassidy seconded the motion which passed 2-0.

AGENDA ITEM: Appointment of Catherine Betz to the WHCA Board of Directors

County Manager Betsy Fitzgerald stated that the Washington Hancock Community Agency has three categories of representation on their Board of Directors. One-third of the Board of Directors for the WHCA Agency must be appointed by the County Commissioners. Catherine Betz has been recommended for appointment by the County Commissioners. She currently works for Machias Savings Bank.

MOTION Commissioner Crowley moved to approve the appointment of Catherine Betz to the WHCA Board of Directors. Commissioner Cassidy seconded the motion which passed 2-0.

AGENDA ITEM: Notification of rescheduled Tax Abatement Hearing

The Tax Abatement Hearing for Sarao vs. Town of Whitneyville has been rescheduled for Thursday, June 9, 2016 at 3 p.m.

Treasurer Jill Holmes reported that only one bid for the County Audit has been received. She requested that the one bid be rejected and that a second RFP be put out in hopes of having a larger bid pool.

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MOTION Commissioner Crowley moved to reject the one bid for the County Audit and re-advertize for Request for Proposals. Commissioner Cassidy seconded the motion which passed 2-0.

MOTION Commissioner Crowley moved to go into Executive Session pursuant to Title 1 MRSA § 405 6 (A) (3) to discuss personnel issues. Commissioner Cassidy seconded the motion which passed 2-0. It was 4:25 p.m.

MOTION Commissioner Crowley moved to come out of Executive Session. Commissioner Cassidy seconded the motion which passed 2-0. It was 5:05 p.m.

MOTION Commissioner Crowley moved to appoint Betsy Fitzgerald and Charles Rudelitch to the Northern Maine Development Board. Commissioner Cassidy seconded the motion which passed 2-0. It was 5:05 p.m.

ADJOURNMENT

5:06 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.