

August 11, 2016

**Minutes of the Washington County Commissioners'
Regular Meeting
held August 11, 2016
in the Probate Courtroom
Machias, Maine**

**Attending the meeting were:
Commissioner Christopher Gardner
Commissioner Vinton E. Cassidy
Commissioner John Crowley, Sr.
Betsy Fitzgerald, County Manager
Carla Manchester, Administration
Rich Rolfe, Jail
Barry Curtis, Sheriff
Mike Crabtree, Chief Deputy
Dean A. Preston, U.T.
Cat Cannon, MVNO
Sharon Strout, Deeds
Jill Holmes, Treasurer**

Executive Department business was called to order at 4:40 p.m.

**Approval of the minutes for the Regular Commissioners' meeting held on
July 14, 2016 (Crowley/Cassidy, 3-0)**

AGENDA ITEM: Monthly and Quarterly Reports

The Commissioners were provided a written report from EMA. (See attached)

AGENDA ITEM: Six-month Certificates

Six-month certificates for Wanda Akoa and Sondra Small were signed as presented.

AGENDA ITEM: Payroll Change Notices

Treasurer Jill Holmes presented payroll changes for an increase in wages for J. Marie Chute and Sondra Small. Jill explained the purpose of the payroll change is to rectify a discrepancy in the wage scale. By consensus, the Commissioners approved the wage increase with the recommendation of the Treasurer effective 08/01/16.

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Captain Rolfe recommended the hire of three part-time Corrections Officers.

MOTION Commissioner Cassidy moved to hire Ashleigh Bickford, Justin Doran and Matthew Stanhope as part-time Corrections Officers effective 08/07/16 not to exceed 30 hours per week except for training and emergency purposes. Commissioner Crowley seconded the motion which passed 3-0.

Commissioner Gardner asked if Justin Doran would be hired with an academy graduate status. Captain Rolfe responded that Justin Doran no longer qualifies as an academy graduate because he has had too much of a break in service.

AGENDA ITEM: Salt Bid Award

Requests for bids were sent to eight vendors and accepted until Friday, August 5, 2016. Bids were opened on August 8th. A summary of the salt bid results was presented to the Commissioners. (See attached) It is the recommendation of the County Manager that the bid be awarded to New England Salt Company as the low bidder. Commissioner Gardner stated that he will recuse himself from the vote based on the relationship that the Port of Eastport has with New England Salt Company.

MOTION Commissioner Crowley moved to award the salt bid to New England Salt Company as low bidder. Commissioner Cassidy seconded the motion which passed 2-0-1.

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 propane bid for a fixed price of \$1.1102/gallon for the period of November 1, 2016 through October 31, 2017 to Dead River. (Crowley / Cassidy 3-0).

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MOTION Commissioner Crowley moved to award the heating oil bid for a fixed price of \$1.6339/gallon for a period of November 1, 2016 through October 31, 2017 to Dead River. (Crowley / Cassidy 3-0).

AGENDA ITEM: Renewal of Continuing Snow Removal Contract

County Manager Betsy Fitzgerald presented a contract renewal for snow removal for the upcoming winter season of 2016-2017. She stated The By Us Company has offered to renew the contract with no increase in price. The snow removal was bid out three years ago and the contract has been renewed at the same price since then. Betsy stated The By Us Company has been very responsive and she has no complaints with the service the county has received. County Manager Betsy Fitzgerald recommends renewal of continuing the snow removal contract with The By Us Company.

MOTION Commissioner Cassidy moved to approve the renewal of the snow removal contract with The By Us Company for the 2016-2017 winter season. Commissioner Crowley seconded the motion which passed 3-0.

AGENDA ITEM: Tax Abatement Hearing Decision

The tax abatement for Sarao vs. Town of Whitneyville was held on July 14, 2016. The Commissioners' voted to deny the petition. The notice of decision was signed as presented.

AGENDA ITEM: Sheriff's Request

Sheriff Barry Curtis explained that he has some security concerns for the Sheriff's administrative office areas. He stated his concerns are based on the recent threats and violence towards law enforcement across the country. The Sheriff's administrative office is the front lines interacting with the public and there is a need to become more serious about security. Presently there are no alarm systems or security cameras in use within the office areas. The pre-existing alarm system was removed several years ago and has not been replaced. In conclusion, Sheriff Curtis stated the public greeting area offers little protection leaving personnel extremely vulnerable. Sheriff Curtis is recommending the Commissioners approve the initiation of security systems to be put in place. The Commissioners

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discussed some options such as installing a lock door to be controlled from the inside; a camera system be put in place; and having windows tinted. Commissioner Gardner suggested the Sheriff research the options available to help secure the Sheriff's administrative offices and offer some options for the Commissioners to consider. It was agreed by all that steps should be taken to create a more secure work space for the administrative offices of the Sheriff.

ADJOURNMENT

5:01 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.