

October 10, 2013

**Minutes of the Washington County Commissioners'
Regular Meeting held
October 10, 2013
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 Manchester, Administration
Ken Carter, Charlotte Selectman
James T. Davies, Princeton Selectman
Joshua Rolfe, RCC
Hillary Savage, MVNO
Larry Finnegan, Jonesport
Steven A. Welsh, Lubec
Ken Daye, SCEC
Wayne Peters, Roque Bluffs
Jill Holmes, Treasurer
Tim Cox, BDN
Dawn Young, DEMS
Darlene Wallace, Deeds
Sharon Strout, Deeds
Judith Alexander, Treasurer's Office
Sheriff Smith, WCSO
Carlene Holmes, Probate
William Tuell, Downeast Coastal Press

Commissioner Gardner called the Executive Department business to order at 4:50 p.m.

AGENDA ITEM: Approval of the Public Hearing on F/Y 2014 County Budget Meeting Minutes (September 5, 2013)
(Crowley / Cassidy, 3-0)

AGENDA ITEM: Approval of the Regular Meeting Minutes (September 5, 2013) (Crowley / Cassidy, 3-0)

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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 following employees' resignations without prejudice:

- Breaen Reid as part-time ECS effective 09/04/13
- Randy Perry as full-time patrol deputy effective 9/14/13. Randy will remain as a part-time deputy.

MOTION Commissioner Crowley moved to terminate Shane Chute as part-time Corrections Officer. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to hire Charles Allen as part-time Corrections Officer effective 09/15/13 not to exceed 32 hours except for training and emergency purposes. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to hire Kelly Craven as part-time Corrections Officer effective 09/15/13 not to exceed 32 hours except for training and emergency purposes. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to hire Cody Fenderson as part-time Corrections Officer effective 09/15/13 not to exceed 32 hours except for training and emergency purposes. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to hire Eric McMillan as part-time Corrections Officer effective 09/15/13 not to exceed 32 hours except for training and emergency purposes. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to promote Jessy Timpe to full-time ECS effective 09/23/13. Commissioner Cassidy seconded the motion which passed unanimously.

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By consensus, the Commissioners accepted the resignation of Ryan Allen as full-time Patrol Deputy without prejudice. It was noted that patrol deputies Ryan Allen and Randy Perry will be missed.

MOTION Commissioner Crowley moved to hire Christopher Donahue as full-time Patrol Deputy effective 09/29/13. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to promote Dennis Worcester to full-time Patrol Deputy effective 10/13/13 with the condition that he successfully graduates from Maine Criminal Justice Academy. Commissioner Cassidy seconded the motion which passed unanimously.

AGENDA ITEM: Six Month Certificates

Six month certificates were presented and signed for Shane Seeley and Gregory Sawyer for their successful completion of their introductory period.

AGENDA ITEM: Tax Abatement Decisions

Decisions were finalized for previously heard tax abatement requests. Christensen vs. Town of Milbridge was denied. Both requests for Towe vs. Town of Meddybemps were denied.

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

MOTION Commissioner Crowley moved to approve the Management Agreement Summary between the Downeast Coastal Conservancy and the Washington County Commissioners with the understanding that there are no restrictions on the Commissioners should a better or higher use of the land for taxpayers present itself. Commissioner Cassidy seconded the motion which passed unanimously.

AGENDA ITEM: Award Oil and Propane Bids for 2013 / 2014 Season

On October 7, 2013, a bid opening was held in the County Commissioners Office. Attending the opening was Betsy Fitzgerald, County Manager and

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Carla Manchester, Administrative Assistant. The bid results are attached, and based on the County Managers recommendation

MOTION Commissioner Cassidy moved to accept the bid for propane from Dead River at the fixed price of \$1.59/gallon. Commissioner Crowley seconded the motion which passed unanimously.

And,

MOTION Commissioner Cassidy moved to accept the bid for fuel oil from R.H. Foster at the fixed price of \$3.169/gallon. Commissioner Crowley seconded the motion. So approved.

AGENDA ITEM: Snow Plowing and Removal Contract Renewal

MOTION Commissioner Crowley moved to approve an extension of the snow plow and removal contract with By Us for \$4100.00 to be paid in five equal installments of \$820.00. Commissioner Cassidy seconded the motion which passed unanimously.

Commissioner Gardner adjourned the meeting for a brief break. When Commissioner Gardner called the meeting to order, he applauded Morrill Worcester on his continuing effort for "Wreaths Across America". The Perpetual Christmas Tree honoring veterans, which had been displayed in Bar Harbor for years, was brought back home to Washington County.

AGENDA ITEM: Copier leases

County Manager Betsy Fitzgerald asked the Commissioners to authorize her to negotiate a new lease for six new copiers. The new lease would yield a savings of \$2500.00 a year. By consensus the Commissioners gave Betsy the authority to work with department heads to explore the copier lease options.

AGENDA ITEM: EDA Project Lease

County Manager Betsy Fitzgerald presented the Commissioners with a draft of a lease between the County of Washington and Millinium Marine USA of Eastport, Maine for boat molds for a fifteen year period. The County Attorney has reviewed the lease. Betsy reported that all requirements have been met. By consensus the Commissioners tabled this item for executive session.

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AGENDA ITEM: Approval of Policy Amendments for RCC

Regional Communications Supervisor Josh Rolfe presented two separate amendments to the Standard Operating Procedure for RCC addressing guidelines for shift coverage.

The intention of the recommended policy 5.3 is to provide clear guidelines for coverage above and beyond the regular scheduled hours. The policy 5.2.2's purpose is to provide a fair and clear procedure for filling open vacation shifts. Josh stated that there has been no previous policy for mandating work. Commissioner Gardner inquired as to whether these amendments are covered under the union contract. Josh replied that they are but the amendments provide needed clarification.

MOTION Commissioner Crowley moved to ratify Policy 5.2.2 to provide a fair and clear procedure for filling open vacation shifts. Commissioner Cassidy seconded the motion which passed unanimously.

MOTION Commissioner Crowley moved to ratify Policy 5.3 to clarify guidelines for mandating work above and beyond normal scheduled hours. Commissioner Cassidy seconded the motion which passed unanimously.

AGENDA ITEM: Downeast EMS

Needing to discuss contractual and legal issues regarding the restructuring and refinancing of Downeast EMS,

MOTION Commissioner Crowley moved to go into Executive Session pursuant to Title 1 MRSA § 405-A 6 E to discuss a legal issues. Commissioner Cassidy seconded the motion which passed unanimously. It was 5:25 p.m.

MOTION Commissioner Crowley moved to come out of Executive Session. Commissioner Cassidy seconded the motion which passed unanimously. It was 6:25 p.m.

During executive session the request made by DEMS for Washington County to cosign on refinancing a loan was discussed. Refinancing would enable them to move forward without the stress of passed years' debts. It was explained that when DEMS sought refinancing with the bank, the

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bank proposed that if the three largest municipal components (Eastport, Lubec and the Unorganized Territories of Washington County) were willing to co-sign, they would be willing to refinance their debt. Commissioner Gardner stressed that the Commissioners would not be obligating the County to debt, but acting as the municipal agents for the U.T. This decision would pertain to the U.T. only. In co-signing, the U.T. would be the guarantor for one third of the debt which is a total of approximately \$475,000. In conferring with the County Attorney as to the legalities, it was determined that the law is very vague leaving the Commissioners to make a judgment call. After confirming that all the information discussed during executive session had been capsulated,

***MOTION* Commissioner Gardner made a motion to endorse the loan amount and obligate U.T. funds not exceed one-third of the debt amount of \$475,000. Commissioner Crowley seconded the motion, passing 2 / 1.**

The County Manager, Treasurer and County Attorney are to review any and all documents. By consensus, the County manager shall execute the process then documents will be presented to the Commissioners for final approval and signature.

Adjournment 6:35 p.m.

**Attest: _____
Carla J.R. Manchester, Admin. Asst.**