

April 14, 2022

**Minutes of the Washington County Commissioners'  
Regular Meeting  
held April 10, 2022  
in the Probate Courtroom  
Machias, Maine**

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**Attending the meeting were:  
Commissioner Christopher M. Gardner  
Commissioner Vinton Cassidy  
Commissioner John Crowley, Sr.  
Betsy Fitzgerald, County Manager  
Carla Manchester, Administrative Assistant  
Nancy Oden, Jonesboro  
Paula Johnson-Rolfe, WCSO  
Rich Rolfe, Jail Administrator  
Michael Crabtree, Chief Deputy  
Dean A. Preston, Unorganized Territories  
Tammy C. Gay, Deeds  
Josh Rolfe, WCSO/RCC  
Dennis Dorsey, WCSO  
Carlene Holmes, Probate**

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Executive Department business was called to order at 4:24 p.m.

**Approval of the minutes for the Regular Commissioners' meeting held on March 10, 2022. (Crowley / Cassidy, 3-0)**

**AGENDA ITEM: Monthly and Quarterly Reports**

The Commissioners was provided a written report from the Treasurer's Office. The report was accepted under the gavel.

**AGENDA ITEM: Payroll Change Notices**

**\*MOTION\* Commissioner Crowley moved to hire Jordan Dudley as full-time Corrections Officer effective 04/03/22.  
(Crowley / Cassidy, 3-0)**

**\*MOTION\* Commissioner Cassidy moved to transfer Brian Knox from full-time Jail Cook to full-time Buildings and Grounds Maintenance effective 04/13/22.  
(Cassidy / Crowley, 3-0)**

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By consensus, the Commissioners accepted the resignation of Tracy Kyle as full-time Corrections Officer effective 04/09/22.

**\*MOTION\* Commissioner Cassidy moved to hire Donna Pottle as full-time Jail Cook effective 04/12/22. (Cassidy / Crowley, 3-0)**

**\*MOTION\* Commissioner Crowley moved to rehire Brian Smith as part-time U.T. Shellfish Warden effective 05/01/22. (Crowley / Cassidy, 3-0)**

By consensus, the Commissioners approved the promotion of Jeremy Towne from full-time Jail Cook to full-time Jail Head Cook effective 04/13/22.

**AGENDA ITEM: Signatures on Six-month Certificate**

The Commissioners signed the six-month certificate for Christopher Marshall as presented.

**AGENDA ITEM: Signatures on Teamster's Clerical Union M.O.U.**

County Manager Betsy Fitzgerald presented an M.O.U. between the Teamster's Clerical Union and Washington County Government for the Commissioners to ratify and sign. Betsy explained that language in the Clerical Union Contract that had been agreed to was omitted when the contract was updated. The language to be included in the agreement for January 1, 2022 to December 31, 2024 includes the statement that clerical union employees may choose to take an unpaid day for a snow day. The employee shall note that decision on their timesheet.

**\*MOTION\* Commissioner Cassidy moved to ratify the M.O.U. between Teamster's Clerical Union and Washington County Government. (Cassidy/ Crowley, 3-0)**

The Commissioners signed the M.O.U. as presented.

**AGENDA ITEM: Extension of SCEC Agreement for Special Services**

County Manager Betsy Fitzgerald presented a proposal by Sunrise County Economic Council's Executive Director Charles Rudelitch. The proposal is to extend the current Agreement for Special Services with the

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County of Washington. The extended agreement will continue through February 28, 2023 at the current annual rate of \$24,000.00.

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The services performed will remain the same; SCEC will carry out economic development activities on behalf of the County of Washington.

**\*MOTION\* Commissioner Cassidy moved to extend the special services agreement between Sunrise County Economic Council and Washington County Government as presented.  
(Cassidy/ Crowley, 3-0)**

**AGENDA ITEM: Building Committee Update**

County Manager Betsy Fitzgerald reported the Building Committee is waiting for three different Architectural/Engineering firms to give their presentations on the design and construction of a new public safety building. All three presentations are scheduled for the first part of May. Nancy Oden asked what is the estimated cost for a new building. Betsy replied that the cost is approximately \$500 per square foot. The RFP specified the county was looking for design services for a 24,000 square foot public safety building. Commissioner Gardner stated the County must identify its needs then decide if the cost is worth it. Commissioner Gardner noted this is all part of the process to even determine if constructing a new safety building is even possible. Commissioner Gardner stated there is a timeframe for the County to use the ARPA funds. Chief Deputy Crabtree asked what exactly the A/E firm presentations will show. Betsy stated the presentations will show the design of a schematic floor plan submitted to her by Rich Rolfe, Josh Rolfe and Sheriff Curtis. Chief Crabtree asked what the estimated cost will include. Betsy replied the estimated cost will include everything but furniture. Commissioner Gardner noted the three A/E firms will submit a design for the Building Committee to review. The Building Committee will then decide what is needed. Nancy Oden asked why a 24,000 square foot building was needed. Commissioner Gardner stated the new space will replace many office spaces that are now located in old buildings. The plan is to then relinquish the old buildings.

Commissioner Gardner asked for an update on the newly acquired Center Street Talbot building. Betsy stated an RFP has been published for the work needing to be done. Once the work is complete, the District Attorney's Office will be moved into the Talbot building.

Commissioner Gardner inquired if it would make any sense to move the

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County Administrative Offices into the Talbot building instead of the D.A.'s Office. Commissioner Gardner stated the use of the Talbot building should be considered more thoroughly before any department is moved into the space.

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**AGENDA ITEM: Commissioners' Issues**

Commissioner Gardner gave an update on an issue discussed at the last MCCA meeting he attended. Commissioner Gardner stated there is a concern regarding the possible withdrawal of Maine State Police from patrolling rural areas. Commissioner Gardner stated that he suggested MCCA might need to introduce legislation for counties with rural areas that would offset costs for coverage. Commissioner Gardner stated Penobscot County Commissioner Baldacci agreed that help with funding the coverage is needed.

Due to a conflict in schedule the Commissioners agreed by consensus to reschedule the May Commissioners' meeting to Thursday, May, 19, 2022.

**ADJOURNMENT**

**4:44 p.m.**

**ATTEST:** \_\_\_\_\_

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

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