

Washington County Government
Commissioners Meeting
January 29, 2026

Present: David C. Burns, William “Billy” Howard, Courtney Hammond, Renée Gray, Carla Manchester, Christine Day, Paula Johnson-Rolfe, Tammy Gay, Darlene Perry, Sondra Small, Grace Falzarano, Leigh MacKeen, Michael Crabtree, Barry Curtis, Rich Rolfe, Josh Rolfe

Meeting was opened by Chair of the Board, David Burns at 10:01 am.

Meeting was being streamed on zoom.

Additions to the agenda:

There was a request by Jail Administrator Rich Rolfe to add some action items regarding the Jail to the agenda.

2025 Tax Anticipation Note payment

Discussion:

Provisional Treasurer, Grace Falzarano, stated there was no update at this time from the bank. Commissioner Burns and Grace will set up a meeting with the bank and hope to have more information by the February 12th Commissioners meeting.

2026 Tax Bills

Discussion:

Provisional Treasurer, Grace Falzarano, presented the 2026 Tax bills and the “ask” to be sent to municipalities.

Motion: Made by Commissioner Hammond to approve the cover letter and tax letter, 2nd Commission Howard. **Vote:** 3-0 in favor.

Motion: Made by Commission Hammond to approve the 2026 Tax Commitment, 2nd Commissioner Howard, **Vote:** 3-0 in favor.

Appointed Treasurer and Finance Director

Discussion:

Commissioner Burns explained there was a response from the County Attorney regarding the referendum question, should the voters approve to authorize the County Commissioners to appoint a County Treasurer. The Commissioners discussed and agreed by consensus, the benefit of getting the referendum on the June Primaries ballot. County Manager, Renee Gray, will inquire with the Secretary of State’s office, to see if the Commissioner Appointed Treasurer referendum, can be on the June primaries.

Pre-Audit

Discussion:

The Commissioners reviewed three proposals from auditing firms for pre-audit services.

Berry Dunn: \$25,000 retainer.

Andrea White LGH: \$25,000-\$50,000 for all 3 years 2023, 2024, 2025

Hank Farrah: \$13,000-\$16,000 for just 2023

Commissioner Howard states he spoke with Hank Farrah, he was unsure if he was still interested in performing the pre-audit service for the County at this time.

Motion: Made by Commissioner Burns to hire Hank Farrah for pre-auditing services, if Mr. Farrah declines, the County will issue an RFP for the pre-audit services., 2nd by Commissioner Hammond. **Vote:** 3-0 in favor

Funds Transfer

Motion: Made by Commissioner Hammond to transfer the funds from the Community Benefit Agreement, which is \$842,720, into its own account, 2nd Commissioner Burns, **Vote:** 3-0 in favor.

Motion: Made by Commissioner Hammond to transfer \$12,500 from the Community Benefit Agreement account, to the general fund, to pay the quarterly payment to Sunrise County Economic Council, 2nd Commissioner Howard, **Vote:** 3-0 in favor.

Line-Item Budget

Discussion:

Commissioner Howard recognized the Commissioners had discussed a line-item budget at the previous meeting on January 14th, but no vote had taken place.

Commissioner Howard stated he had concerns about getting “pigeon-holed” and that the budget wasn’t created to the penny, there might not be allowance for unforeseen things that might happen. Provisional Treasurer Grace Falzarano raised concerns stating a line-by-line budget could create a lot of confusion. Commissioner Burns would like to try the line-by-line budget to see how it goes.

Motion: Made by Commissioner Howard to implement a line-by-line budget, 2nd Commissioner Burns, **Vote:** 2 in favor, 1 opposed, motion carries.

Jail items

Discussion:

Jail Administrator Rich Rolfe presented information regarding an addendum to the Securus Technologies. Historically, the Sheriff has signed this contract. There is a new FCC ruling that

there will be \$.02 less for calls per minute and \$.02 less per video per minute.

Motion: Made by Commissioner Burns to authorize Sheriff Curtis to execute the contract with Securus Technologies to include the addendum, 2nd Commissioner Hammond, **Vote:** 3-0 in favor.

Rich Rolfe also discussed the medical provider for the jail is ending the contract. Rich has been communicating with a new family nurse practitioner that is interested in providing medical services for the jail. Typically, the Sheriff has executed this contract.

Motion: Made by Commissioner Burns to authorize Sheriff Curtis to execute the contract with the new jail medical provider, 2nd Commissioner Hammond, **Vote:** 3-0 in favor.

Rich Rolfe updated the Commissioners that he has two openings for employee positions in the jail. Both have been budgeted; however, he's only asking authorization to hire one position at this time and hire the second position once the County 2026 TAN has been secured.

Motion: Made by Commissioner Hammond to authorize Jail Administrator Rich Rolfe to begin hiring processes for one position in the jail, 2nd Commissioner Howard, **Vote:** 3-0 in favor.

Rich Rolfe updated the Commissioners that the jail freezer is currently not in use due to a mechanical problem. The food has been transported to Maine Wild Blueberry as they often help in these situations. Rich has asked Border Electric to order the part and get it fixed as soon as possible.

Other discussion: Commissioner Burns asked the Sheriff's office if they were hiring for a deputy? Sheriff Curtis confirmed yes.

Chief Deputy Crabtree asked for clarification if these Commissioner workshop meetings were for Department heads to provide updates? Commissioner Burns recommended to keep those on the regular monthly Commissioner meetings.

Adjournment:

Motion: Made by Commissioner Hammond to adjourn, 2nd Commissioner Burns, **Vote:** 3-0 in favor.

Meeting adjourned at 10:45am.

Minutes submitted by:

Renée Gray