Minutes of the Washington County Commissioners' Workshop Meeting held June 5, 2026 in the Washington County Commissioners' Office Machias, Maine

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Attending the meeting were:
Commissioner David Burns
Commissioner Billy Howard
Commissioner Courtney Hammond
Renée Gray, County Manager
Carla Manchester, Administrative Assistant
Lisa M. Hanscom, EMA
Susan Sullivan, DA's office
Rachel Worcester, DA's office
Paul Sylvain, MVNO
Colleen Brown, Whiting
Chrissy Day, EMA
Leigh MacKeen, Whitneyville
Paula Johnson-Rolfe, WCSO
Barry Curtis, WCSO
Tim Tabbutt, WCSO
Josh Rolfe, RCC
Rich Rolfe, Jail
Tammy Gay, Deeds
Sondra Small, Finance
Britany Davis, Addison
Darlene Perry, Probate

Work session was called to order at 9:00 a.m. by Commissioner Burns.

Commissioner Burns opened the meeting by addressing concerns of rumors, controversy and upset of employees and members of the community regarding possible layoffs and County government and services being shut down. This meeting is to dispelled rumors and update the public on the situation with the most recent updates. Commissioner Burns read a prepared statement: Exhibit 1.

Finance Department Report

Provisional Treasurer, Grace Falzarano provided a report to date of outstanding debt owed to the County: $12,743,159.86. The remaining funds left available on the 2026 TAN to draw down is $2,140,337.20. It is estimated there will be enough funds to carry out operations through the month of July. Exhibit 2.

The 2025 Unorganized Territories TAN ask has been approved and will be coming from the State of Maine in the amount of $640,670.08.

Finance Director Jenny Windsor affirms the approval for the second tranche of 2026 TAN funds appears promising. The County is still waiting for absolute confirmation from the bank; however the County has provided all the bank requirements.
Grace continued to explain why the county did not receive the initial full $7,000,000, 2026 TAN and it is due to the previous bond counsel recommendation based on the cashflow analysis at the time of application. The new bond counsel is confident the new projections of the cashflow analysis will provide the ability to borrow an additional estimated $2,000,000, which will provide the County enough cashflow until the municipalities are able to pay the County taxes in the fall.

County Manager Renée Gray suggested providing an update with the County audits situation. Grace Falzarano stated the pre-audit for 2023 is complete and the full audit will be produced by July of 2026. The financial consultant is working on the 2024 pre-audit. Once the 2023 audit is complete, work will begin on the 2024 audit. The 2025 audit is scheduled to be completed by June 30, 2027. Commissioner Burns expressed this progress has been a necessary expense so the County can get caught up on audits.

County Manager Renée Gray announced the final desk audit review of the America Rescue Plan Act funds (ARPA) has been completed by the United Stated Department of Treasury. The report listed no findings or observations.

***Motion* to adjourn made by Commissioner Howard,**
(Howard / Hammond, 3-0)

ADJOURNMENT
9:18 a.m.

ATTEST: ______________________________
Renée Gray, County Manager

Exhibit 1

June 5, 2026

I want to address what has gone on this past week and why we are here today. I personally am quite disturbed about all the rumors and controversy that has circulated this week, but I don't want to over react, so I wrote out this brief statement.

For the last several weeks, we all have been concerned that our current funds, which include the little over $4 million dollars from our Tax Anticipated Note (TAN) we were authorized to draw upon, would only last us until the end of July. We are currently in the process of trying to secure more of the original $7 million dollar TAN we had planned on before it was cut back by previous Bond Counsel. You will hear from the Finance office in a few minutes exactly what we anticipate for funds coming in.

In an effort to be responsible, the Commissioners asked that each Department re-examine their budgets, to determine where they could find cost savings in the next two or three months, in case we did not receive enough funds to carry us until tax revenues from our towns come in September. We asked that during these months, only necessary purchases be made; determine which invoices could be pushed off as long as possible; postpone non critical repairs and maintenance; that unnecessary travel in state be curtailed; that all out of state travel to be only for absolute necessity, and any other cost saving efforts which could be employed. I believe all of the Commissioners agreed that should any layoffs become necessary, any would be only as an absolute last resort. The County has legal as well as a moral responsibility to provide certain services to our citizens and we will meet those requirements!

I personally, asked the County Manager to arrange meeting with each Department Head, along with one of our people in the Finance Department, to work together to find these cost saving measures in their budgets. The first of those sessions was to be with our Sheriff's Department, as the Sheriff is responsible for County law enforcement, the County Jail and our Regional Communication Center.

After some of those meetings took place with only the County Manager and Department Heads, rumors began to be spread of drastic measures forthcoming. These rumors included "pink slips" to be going out to our employees, services such as law enforcement being curtailed by July, employees to be asked to defer paychecks until a later date, and even the possibility of our County Government and services being shut down. These rumors circulated throughout our employees' ranks, obviously causing great concern. They were also circulated to many of our town officials, municipal police departments and even other County Governments.

Consequently, it became necessary to schedule this meeting at such short notice so that our employees and our communities know what the actual facts are and for us to move forward in a positive manner, providing the critical services people expect and deserve from us! I hope we can dispel most of the damaging rumors today and get on with responsible government.

Exhibit 2

WASHINGTON COUNTY MAINE

FINANCE DEPARTMENT

PO Box 297
85 Court Street
Machias, ME 04654
(207) 255-8354

Total Assessments to Towns

2026 Washington County Budget	$11,804,049.93	
2025 Remaining Balance of TAN "ASK"	$ 1,109,266.32	
Subtotal Assessments		$12,913,316.25
Less 2026 Town Payments as of June 4, 2026	$ 170,156.39	
Total 2026 and 2025 Remaining Balance		$12,743,159.86

2026 TAN

Original TAN	$4,113,204.27	
Less Drawdowns	$1,887,012.80	
Remaining Funds to Drawdown from Original TAN		$2,140,337.20

$2,140,337.20/2 months estimated needs of $1,064,318.36/month

1st Payroll Warrant in June $246,535.80 - No funds drawn down on the TAN

June and July will be covered by the Original TAN

The UT has told us via email that they will be sending us a check which should be a minimum of $640,670.08. This amount will cover the two payrolls in August with some funds for selective accounts payables.

Historically, Towns have started to pay at the end of August into September.

Presented to the Commissioners June 4, 2026 from the Finance Department

Grace Falzarano
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Sondra Small
Finance Manager
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Megan Huffman
Accounts Payable/Payroll
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