

February 16, 2023

**Minutes of the Washington County Commissioners'  
Unorganized Territories Regular Meeting  
Held February 16, 2023  
in the Washington County Probate Courtroom  
Machias, Maine**

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**Attending the meeting were:  
Commissioner Christopher Gardner  
Commissioner Vinton Cassidy  
Betsy Fitzgerald, County Manager  
Carla Manchester, Administrative Assistant  
E. Harrison, Lubec  
Nancy Harrison  
Susan Hatton, SCEC  
Lisa M. Hanscom, EMA  
Anna Villone, Deeds  
Tammy Gay, Register of Deeds  
Heather Green, Deeds  
Paula Johnson-Rolfe, WCSO  
Rich Rolfe, Jail Administrator  
Barry Curtis, Sheriff  
Michael Crabtree, Chief Deputy  
Joshua Rolfe, RCC Deputy Director  
Dennis Dorsey, WCSO, IT  
Darlene Perry, Register of Probate  
Lyman Holmes, Judge of Probate  
Jill Holmes, Treasurer  
Curtis Robinson, Port City Architecture  
Musonda Mukembe, Port City Architecture  
Jared Merry, Haley Ward**

**Commissioner John Crowley, Sr. was not present.**

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The meeting was called to order at 4 p.m. The first order of business was a presentation from Port City Architecture to review the revised floor plans for the proposed safety building. The representatives of Port City Architecture were not ready for their presentation. The business of the Unorganized Territories proceeded.

**Approval of the U.T. regular meeting minutes of January 12, 2023  
(Cassidy / Gardner, 2-0)**

**AGENDA ITEM: Monthly Report**

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Unorganized Territories Supervisor Dean Preston's monthly report was submitted. (See attached)

In Dean's absence, County Manager Betsy Fitzgerald highlighted items of interest from Dean's written report.

- Dean plans to hire an ACO in March.
- The 2023 Conservation Program will be published during April 2023 and presented during the annual Shellfish Committee meeting in April 2023.
- Dean is currently assessing and evaluating the conditions of County roads in all townships and territories. Projects will be prioritized and cost estimates developed. The work needing to be done will be scheduled.
- The agreement between MDOT and the Washington County Territories for the Mill Stream Bridge Project in Centerville Twp. has been signed. The agreement is attached. It was noted the entire project cost is \$820,000. The Washington County Territories 50% shared cost is \$410,000. The bridge is expected to last approximately 75 years.
- The U.T. Snow removal contractors have been issued installment #3 of 5 for the snow removal season.
- Dean continues to work on the Fire Service agreements with Deblois and Cherryfield for coverage in Devereaux Twp.
- Dean submitted a preliminary concept plan for an outdoor learning center for Edmunds Consolidated School. The concept is being reviewed by the School Committee. This is a shared project between U.T. and the Edmunds school and the community. Dean reported the survey must be completed in order to move forward with the project development.

Commissioner Gardner stated he had two concerns to report to Dean. Commissioner Gardner asked that Dean report to the Board of Commissioners the current status of a portion of the Trescott Road that has been questioned if it is a county public road. Commissioner Gardner stated the Commissioners do not plan to surrender the roadway and asked that Dean take reasonable steps to retain the right of way.

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Commissioner Gardner also noted the Edmunds Boat Landing has not been kept plowed and stated this boat landing must be kept plowed.

**AGENDA ITEM: TIF Grant Committee Update**

A report was submitted and is attached.

Ms. Hatton presented the annual fund allocation and awards for the Washington County UT TIF Program. Ms. Hatton reported the total funding received for 2023 is \$144,037. The recommendation for the fund allocations are as follows:

• TIF-EDI Grant	0%	\$0
• TIF-EDP	0%	(\$125,000)
• TIF-NBT	40%	\$ 11,615
• TIF-Loan	60%	\$ 17,422
• TIF-UTPI		\$150,000
• County Match		\$ 25,000
• Administration		\$ 65,000

The allocations reflect a new UTPI account. This account is for UT Public Infrastructure. The funds may be used for construction, repair, replacement and/or expansion of roads, utilities and other infrastructure that supports economic development and benefits the residents of the unorganized territories and the broader public. The summary of the Historical View of Fund Allocations and Awards is attached. The complete UTPI guideline is also attached.

**\*MOTION\* Commissioner Gardner moved to approve the 2023 Washington County UT TIF Program fund allocation and awards as presented. (Gardner / Cassidy, 2-0.)**

An update was given on the Eastern Maine Cooperative power line extension. Commissioner Gardner stated this is a tremendous project that is expanding infrastructure into undeveloped parts of the County. Commissioner Gardner noted he would encourage this project to go further. Commissioner Gardner asked Ms. Hatton to report at the next Commissioners' meeting what the Board of Commissioners can do to support this project.

A written update from Greater East Grand Economic Council was also submitted and is attached.

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**AGENDA ITEM: Public Comment**

None.

The U.T business was concluded at 4:13 p.m. and the Port City Architecture presentation commenced.

Curtis Robinson of Port City Architecture was introduced. Andrew Hyland was not available. Mr. Robinson was present to review the newly revised floor plans. Mr. Robinson stated there were several major changes to the floor plans based on the feed-back received at the January 12<sup>th</sup> presentation. In summary, the elevator was removed from the plan and the office spaces were rearranged to accommodate the functions of the different departments of the Sheriff. Commissioner Cassidy asked if the new floor plans have been reviewed by the Sheriff and if they meet his approval. Sheriff Curtis responded that he has seen the new floor plans and they are better. Commissioner Gardner suggested considering putting in a full foundation rather than crawl space under the new building/addition. Commissioner Gardner pointed out that a full foundation would be cheap space. Commissioner Cassidy agreed a full foundation would create more square footage that could be used at another time.

Commissioner Gardner asked if all were in agreement with the floor plans for the first and second level. Sheriff Curtis stated he is fine with the lay-out of the office spaces but he would like to move the building location to a different place. Sheriff Curtis recommended the safety building be placed where the D.A.'s building is now. Commissioner Gardner stated he does not agree with that idea. Commissioner Gardner added the safety building being located on Center Street and attached to the RCC building centralizes the Sheriff's Office and RCC, and is a much better set-up. Sheriff Curtis explained that his idea to have the safety building on Court Street at the current D.A.'s Office location would accomplish two things; it would allow the County to replace an old and outdated building, and it would allow for more parking space than if the safety building was on Center Street. Commissioner Gardner firmly stated his vote is with the current plan. Commissioner Cassidy noted he would have to see site plans for both locations before he could make an informed decision. Chief Deputy Crabtree suggested using Google Earth to visually see how the building would fit in either location. Commissioner Cassidy stated he would prefer the expertise of Port City Architectures' designs and cost considerations for both options before making a final decision. Commissioner Gardner expressed his concern for the time

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line for a plan to be set in motion. County Manager Betsy Fitzgerald stated she will connect with Andy Hyland and give the Board of Commissioners notice when the plans become available.

**ADJOURNMENT**

**4:41 p.m.**

**ATTEST:**

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