

May 14, 2026

Minutes of the Washington County Commissioners'
Regular Meeting
held May 14, 2026
in the Washington County Probate Courtroom
Machias, Maine

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
Michael Congelosi, RCC
Dennis Perry, RCC
Christine Day, EMA
Leigh MacKeen, Whitneyville
Josh Rolfe, RCC / WCSO
Grace Falzarano, Finance
Megan Huffman, Finance
Jenny Windsor, Finance
Sondra Small, Finance
Wayne Small, Jonesport
Barry Curtis, Sheriff
Tim Tabbutt, WCSO
Rich Rolfe, Jail / WCSO
Michael Crabtree, Chief Deputy
Tammy Gay, Deeds
Heather Green, Deeds
Colleen Brown, Whiting
Meredith Mawhar, SCEC
Mica Mawhar, SCEC
Darlene Perry, Probate
Michelle Murphy, EMDC
Galen Williamson, NWDB
David J. Brock, Lubec
Nick Landrum, The Computer Guy

Executive Department business was called to order at 4:45 p.m.

Northeastern Workforce Development Board - Galen Williamson, Executive Director

NWDB Executive Director Galen Williamson was present to give an update

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on the labor market in NWDB's region. NWDB serves the largest rural area in Maine covering Aroostook, Penobscot, Hancock, Washington and Piscataquis counties. In order to develop the workforce, NWDB provides training, education and career services. Mr. Galen highlighted statistics of NWDB's labor market. He stated the labor workforce participation rate is 52.7%. This percentage represents individuals in the workforce in Washington County. The prime age participation rate in the workforce is 76.3%. Those are individuals between the age of 25 and 64. There is only 3% of youth under 18 in Washington County that are in the workforce. Galen noted the rate of youth in Washington County that have not graduated from high school is 8.3%. He compared that rate to the state rate of 4.9% of youth that have not obtained their high school degree. The percentage of youth to be considered "disconnected" is 2.4%. That represents youth between the ages of 16 and 19 that are not employed and are not in school. Galen noted that is in-line with the state percentage. In terms of wage trends, Galen stated the average medium income in Washington County is \$50,000.00 per individual. He also noted the cost of living in Washington County is 2.4% lower than that of the rest of the state. Galen stated NWDB keeps an eye on what the industries and workforce needs for the area to align training programs for those needs. He stated the top three industries are medical/healthcare/social assistance, retail and educational services. Galen stated projections show those needs will continue over the next several years, and noted public management and administration positions are becoming needed. Galen stated the "industry cluster" in Washington County revolve around the primary resources of agriculture such as paper mills, blueberries and forestry. Galen noted, as the director of the northeastern region, he plans to be visiting businesses to offer help with their workforce needs. Commissioner Burns asked what type of services would be offered. Galen stated he would give guidance for training and program connections and give recruitment strategies. Galen introduced Michelle Murphy. She is a Peer Support Workforce Development Specialist. Michelle stated her primary objective is to work with dislocated workers and individuals in recovery from addictions. She listed the many ways she is able to give support such as provide career assessment and professional development. She also helps individuals with educational opportunities. Michelle stated the NWDB helps individuals also with work appropriate clothing and equipment; document replacement; and emergency housing needs. This provides employers with valuable workforce qualified and ready workers. Michelle shared several success stories of individuals she has been able to help through the program. Galen concluded by stating the main objective of the NWDB is to create healthier communities through strong community partnerships.

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Approval of the Regular Commissioners' meeting minutes of April 9, 2026 (Howard / Hammond, 3-0)

Approval of the minutes for the Commissioners' Workshop of April 23, 2026 (Howard / Hammond, 3-0)

AGENDA ITEM: RCC Employee Recognition

RCC Deputy Director Josh Rolfe asked to recognize three RCC employees. He stated on May 7th at the 28th annual Maine Chapter of the National Emergency Numbers Association (NENA) convention in South Portland the following employees were recognized and received awards:

- ECS Eileen Simpson for the Silent Hero Award,
- ECS Gloria Rodriguez for the Phoenix Award from Maine EMA, and
- Shift Supervisor Cindy Moore-Rossi for Shift Supervisor of the year.

Commissioner Burns stated this was very impressive.

AGENDA ITEM: Old Business

➤ **Update on RCC Relocation Options and Costs**

RCC Deputy Director Josh Rolfe gave a report to the Board of Commissioners in regards to option of the relocation of the Regional Communications Center. In conclusion, the opinion of Sheriff Curtis and Deputy Director Josh Rolfe is, the space options are limited and a move is considered cost prohibitive. Commissioner Burns stated he appreciates the detailed report. Commissioner Burns brought up a concern regarding the air quality and environment that house twenty computers and many people. Commissioner Howard suggested a heat pump for the cooling capabilities would work well. He stated a quote should be requested to install one heat pump. County Manager Renée Gray stated there is \$50,000.00 in the budget for HVAC systems. There was no final decision whether to obtain a quote or put out an RFP for bids.

➤ **Form Subcommittee for FY Change**

Commissioner Burns stated he would like to have a subcommittee formed to pursue changing the fiscal year. He stated he has asked Commissioner Hammond to chair the subcommittee and involve several municipalities. Commissioner Howard stated he would prefer that all municipalities are involved. County Manager Renée Gray noted a survey was already sent to all municipalities giving them the opportunity to give their feedback on changing the fiscal year. Commissioner Burns stated there is merit in having a subcommittee to work on this issue. Commissioner Howard agreed, with the condition that all municipalities are invited to be involved. By consensus, the Board of Commissioners

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agreed to create a subcommittee for the purpose of guiding the work on possibly changing the fiscal year for Washington County.

➤ **Clerical Union M.O.U. for Cell Phones**

Commissioner Burns stated the Clerical Union M.O.U. has been presented several times attempting to have a final agreement with Clerical Union members regarding the use of county-provided cell phones. The last request by the Commissioners was to change the language from "choose" to "required". The rebuttal from the union representative was concerns about unfair labor practice and that the Commissioners were not bargaining in good faith. Commissioner Burns stated he maintains the language be changed to "required".

MOTION Commissioner Burns moved to request the Clerical Union make the language change in the M.O.U. to be "required". (Burns / Howard, 2-1)

AGENDA ITEM: County Manager's Report

County Manager Renée Gray submitted a written report. (See Attached)

Renée reported she has worked with the Finance Office to collect and answer all that was needed for the ongoing desk review for the ARPA funds.

Renée presented an informational flyer on Washington County for the Commissioners' review and feedback.

Renée reported she has assisted Lisa with a final closeout report for the DOJ grant.

AGENDA ITEM: Finance Report

Provisional Treasurer Grace Falzarano submitted financial reports. (See Attached)

Grace introduced the new Financial Director Jenny Windsor. Jenny's first day will be June 1st.

Accounts Payable/Payroll Clerk Megan Huffman provided a General Fund summary. She noted the remaining 2026 TAN funds available are \$2,607,481.72. Megan estimated this amount will carry the County approximately two more months.

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➤ **Transfer and Adjustment Requests**

Grace stated there are two Transfer of Funds requests for the Commissioners' approval.

- Transfer funds from the 2026 TAN Account XXXXXX0163 to the General Fund Account XXXXXX0860 in the amount of \$203,368.08 to cover accounts payable warrant for 05/15/26.

MOTION **Commissioner Howard moved to approve the Transfer of Funds from the TAN account to the General Fund Account as presented. (Howard / Hammond, 3-0)**

- Transfer funds from the General Account XXXXXX0860 to the Old General Account XXXXXX0790 in the amount of \$503,294.37 to place all Opioid Settlement Funds in a separate account.

MOTION **Commissioner Burns moved to approve the Transfer of Funds from the General Fund to the Old General Fund as presented. (Burns / Howard, 3-0)**

Grace noted the Committee needs to be formed and a policy needs to be written for proper administration of the Opioid funds. Jail Administrator Rich Rolfe added documentation is needed as to how to spend funds so a committee is needed. Rich stated he anticipates on having a policy and a committee recommendation to present at the next Commissioners' meeting.

Grace stated the Finance Office has met with the new auditor, Wipfli LLP. The goal is to have the 2023 county audit completed by the end of July. Grace stated Pre-auditor Hank Farrah will be back in June to begin preparing for the 2024 audit. Grace also noted she and Jenny will be working Saturday to begin preparing for the 2027 Budget.

AGENDA ITEM: Monthly and Quarterly Reports

The Commissioners were provided written reports from the Department Heads. (See attached)

EMA Director Lisa Hanscom presented the 2026 Maine County Emergency Management Mutual Aid Agreement for their approval and signatures. Lisa explained the agreement is with all sixteen counties. The purpose of the agreement is to render reciprocal disaster and emergency management aid and assistance to one another. Lisa noted this agreement ensures that Washington County remains part of the statewide mutual aid system through December 31, 2028.

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MOTION Commissioner Burns moved to approve the Maine County Emergency Management Mutual Aid Agreement/M.O.U. as presented. (Burns / Hammond, 3-0)

The M.O.U. was signed by all Commissioners.

County Manager Renée Gray presented an action item as Department Head of Buildings and Grounds for the Commissioners' approval. The first request is for approval to rent a boom lift for projects such as washing windows, tree trimming, gutter repair and cleaning, exterior painting and inspection of building conditions. Three quotes were obtained and are as follows:

- Sunbelt Rentals: \$6,417.05 for 1 month. Delivery included.
- United Rentals: \$5084.99 for 2 weeks. Delivery not included and at own risk.
- W.D. Matthews: \$5,400.00 1 month. Delivery included.

Renée noted there is a cost sharing for this expense with the State at 50%. Buildings and Grounds would like to schedule the lift for September; the rental bill would be due in October. Buildings and Grounds recommended the Commissioners accept the quote from W.D. Matthews.

MOTION Commissioner Howard moved to accept the quote for a boom lift rental from W.D. Matthews as presented. (Howard / Hammond, 3-0)

Jail Administrator Rich Rolfe stated the jail control system went down. He reported IT was able to fix the problem, saving the county \$8,000.00. Rich reported the jail inmate population is at 62. Hancock County has been helping house inmates. Rich requested prior approval for the purchase of a large freezer for the jail kitchen. He noted with the recent freezer issue, this purchase is a necessity. Rich received a quote for two freezers from Wall's T.V. & Appliance of Machias. He is requesting to purchase just one in the amount of \$949.50.

MOTION Commissioner Burns moved to give prior approval for the purchase of one freezer for the jail kitchen as presented. (Burns / Howard, 3-0)

Registrar of Deeds Tammy Gay reviewed her written report. She noted the Deeds Office continues to work on the indexing project.

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Register of Probate Darlene Perry reported the Probate Office continues to have many guardianship matters. She stated guardianships are always ongoing as Probate tracks all previous guardianships as well. Darlene reported there have been two formal estate matters this past month.

AGENDA ITEM: Payroll Change Notices

By consensus, the Commissioners accepted the resignation of Luther Choate as part-time Patrol Deputy effective 12/21/25. Luther is retiring after 51 years of service to Washington County.

With the recommendation of EMA Director Lisa Hanscom and to align the job title to the newly approved job description,

MOTION Commissioner Howard moved to reclassify Christine Day from EMA Administrative Assistant to EMA Deputy Director / Administrative Programs Coordinator effective 04/23/26. (Howard / Burns, 3-0)

With the recommendation of County Manager Renée Gray,

MOTION Commissioner Hammond moved to reclassify David Lund from Buildings and Grounds Maintenance Worker Buildings and Grounds Supervisor effective 04/23/26. (Hammond / Burns, 3-0)

Renée noted she will continue to be the Department Head of Buildings and Grounds and there will be no wage increase for David with the reclassification.

MOTION Commissioner Hammond moved to accept the resignation of William McCall as part-time IT worker effective 04/24/26. (Hammond / Burns, 3-0)

Jail Administrator Rich Rolfe stated he has three new hires for full-time Corrections positions. Seniority for the three hires have already been established and, for the record, will be motioned in order of the highest seniority first.

MOTION Commissioner Hammond moved to hire Kyle Lund as full-time Corrections Officer effective 04/26/26. (Hammond / Burns, 3-0)

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- *MOTION*** Commissioner Hammond moved to hire Hannah Fickett as full-time Corrections Officer effective 04/26/26.
(Hammond / Burns, 3-0)
- *MOTION*** Commissioner Hammond moved to hire Kevin Yankosky as full-time Corrections Officer effective 05/17/26.
(Hammond / Burns, 3-0)
- *MOTION*** Commissioner Hammond moved to hire Jennifer Windsor as full-time Finance Director effective 06/01/26.
(Hammond / Burns, 3-0)

AGENDA ITEM: Signatures on Six-month Certificates

None.

AGENDA ITEM: Grants / Contracts / Agreements

County Manager Renée Gray presented two quotes for an elevator maintenance contract to service the elevator for the Sheriff's Office at 82 Court Street. The two quotes received were from:

- Kone Elevator: Monthly cost of \$330.00 / 3 service visits per year / Annual Cost of \$3,960.00
- Pine State Elevator: Quarterly cost of \$290.00 / 4 service visits per year / Annual Cost of \$1,160.00

Renée's recommendation is to accept the quote from Pine State Elevator as Kone's quote was significantly higher.

MOTION Commissioner Howard moved to approve the Elevator Maintenance Agreement with Pine State Elevator and authorize the County Manager to sign said maintenance agreement. (Howard / Burns, 3-0)

County Manager Renée Gray presented two quotes for sprinkler testing and inspection for the Commissioners' consideration. The testing is for the Sheriff's Building. Renée noted this was not an expense that was budgeted for. She recommends the cost to come from the Building/Structure and Maintenance line. The two quotes received are:

- Maine Fire Protection: \$675.00 per year
- Encore: \$1,060.00 per year

Renée stated Encore installed the sprinkler system in the new building but noted Maine Fire Protection already does the state side. Renée recommends the Commissioners accept the quote for the sprinkler testing and inspection to Maine Fire Protection.

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MOTION Commissioner Hammond moved to approve the Sprinkler Testing and Inspection Agreement with Maine Fire Protection for the cost of \$675.00 annually.
(Hammond /Howard, 3-0)

Renée also made a recommendation, for FY 2027 budget purposes, to create a new line under Buildings and Grounds for all Service Maintenance agreements. Commissioner Howard advised to check with the auditor for this recommendation.

AGENDA ITEM: Schedule Tax Abatement Hearing

A request for tax abatement hearing has been received. The hearing for Sarao vs Town of Lubec has been scheduled for Thursday, June 11th at 3 p.m.

AGENDA ITEM: Award Bids for Sheriff's Office Cruisers

The Sheriff's Office had five cruisers for disposition. Bids were requested by advertising in local papers, and posted on the Washington County website and Facebook page. The bids were opened on May 7th at 9 a.m. in the County Commissioners' Office. The bids received are as follows:

Vehicle # 1 2022 Ford Interceptor, VIN # 1878. One bid received.

➤ Ringwood Motors, Inc. of Ringwood, Illinois \$2,280.00

Vehicle # 2 2020 Ford Interceptor, VIN # 4597. Four bids received.

➤ Ringwood Motors, Inc. of Ringwood, Illinois \$2,580.00

➤ Lendal Espling of Marshfield \$2,000.00

➤ Nathan Bean of Wesley \$ 502.00

➤ Wayne Small of Jonesport \$5,160.00

Vehicle # 3 2017 Ford Explorer, VIN # 9813. Two bids received.

➤ Lendal Espling of Marshfield \$1,500.00

➤ Ringwood Motors, Inc. of Ringwood, Illinois \$1,080.00

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Vehicle # 4 2020 Ford Interceptor, VIN # 4162. Two bids received.

- Lendal Espling of Marshfield \$1,500.00
- Ringwood Motors, Inc. of Ringwood, Illinois \$1,680.00

Vehicle # 5 2020 Ford Interceptor, VIN # 4596. Three bids received.

- Andrew Quinn of Marshfield \$5,001.00
- Nathan Bean of Wesley \$2,551.00
- Ringwood Motors, Inc. of Ringwood, Illinois \$3,280.00

The bids were rejected for Vehicle #1, #3 and #4. These three vehicles will be sent to auction by the Sheriff's Office.

MOTION Commissioner Howard moved to accept the bid for Vehicle # 2, 2020 Ford Interceptor, VIN# 4597, in the amount of \$5,160.00. (Howard / Burns, 3-0)

MOTION Commissioner Howard moved to accept the bid for Vehicle # 5, 2020 Ford Interceptor, VIN# 4596, in the amount of \$5,001.00. (Howard / Burns, 3-0)

Provisional Treasurer Grace Falzarano asked the Commissioners where they would like to post the funds from the sales of the vehicles. Commissioner Burns asked if there is a vehicle account line. Chief Deputy Crabtree stated there is a Capital Account. Commissioner Howard suggested the funds be posted in the Reserve Account under vehicles.

MOTION Commissioner Howard moved to authorize the funds from the sales of the vehicles to be posted in the Reserve Account. (Howard / Hammond, 3-0)

AGENDA ITEM: Final M.O.U. between the State and Washington County

The County Commissioners were provided a copy of the final M.O.U. between the State and Washington County. Commissioner Burns stated he just received the M.O.U. and would like more time to review it. The approval of the final M.O.U. was tabled.

AGENDA ITEM: Commissioner Issues and Comments

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Commissioner Howard expressed his concern about the use of the RCC vehicle; making it accessible to all RCC employees for travel to training, workshops and meetings. Commissioner Howard questioned the recent recognition convention in South Portland that employees requested reimbursement for travel to attend. RCC Deputy Director Josh Rolfe stated the employees were offered to ride with him. They declined.

Commissioner Howard stated he is concerned about the financial state of the County for the next few months before taxes will start being received. Commissioner Howard directed the County Manager to prepare a plan that outlines specific ideas that will keep the County running until revenue begins to come in. He suggested that all departments should be asked to refrain from unnecessary spending. Renée stated she reached out to the State two weeks ago in regards to the anticipated U.T. funds that the County will receive. Commissioner Burns stated he will now reach out to the State. Renée asked if the Commissioners would like her to send letters out to the towns again asking them for tax payments as soon as they may be able to pay. Commissioner Howard expressed that he is not in support of asking towns to pay early. Commissioner Burns stated the Board of Commissioners want to see Renée's plan before it is sent out.

Public Comment:

None.

AGENDA ITEM: **Executive Session: Personnel Issue pursuant to Title 1
MRSA § 405 (6) (A) and Personnel Issue pursuant to Title
MRSA § 405 (6) (D).**

MOTION Commissioner Burns moved to go into Executive Session.
Commissioner Hammond seconded the motion which passed
3-0. It was 5:51 p.m. (Burns / Hammond, 3-0)

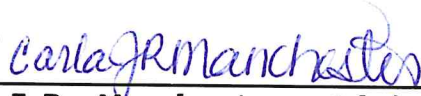
MOTION The Commissioners declared themselves to have closed
the Executive Session. It was 7:05 p.m.
(Hammond / Burns, 3-0)

No action on either personnel issue.

ADJOURNMENT

7:05 p.m.

ATTEST:


Carla J.R. Manchester, Admin. Asst.

Washington County Sheriff's Office

Barry Curtis
Sheriff

Michael Crabtree
Chief Deputy

Richard Rolfe
Jail Administrator

Joshua Rolfe
R.C.C. Deputy Director

Paula Johnson-Rolfe
Office Manager



83 Court Street
Machias, Maine 04654
Telephone: (207) 255-4422
Fax: (207) 255-3641

Notice of Recognition **Washington County Regional Communications Center**

On May 7th, 3 Employees were recognized at the 28th annual Maine Chapter of the National Emergency Numbers Association (NENA) convention in South Portland.

ECS Eileen Simpson received a Silent Hero Award

Silent Hero: This award is presented to one individual per dispatch center for exceptional professionalism in the field of emergency communications and acknowledges the special contributions of a person whose daily performance of their duties is an inspiration and example to others.

ECS Gloria Rodriguez received the Phoenix award from Maine EMS

Phoenix award: Recognizes EMDs who more likely than not contributed to the successful outcome for a patient who suffered a cardiac arrest in the pre-hospital setting by responding appropriately to the information they had available at the time of the call and utilizing EMD protocols.

Shift Supervisor Cindy Moore-Rossi was nominated for Shift Supervisor of the year along with 8 other Supervisors.

Shift Supervisor of the Year: This award is presented to an individual Shift Supervisor in recognition of their outstanding service and for the exceptional professionalism in the field of emergency communications that is demonstrated on a daily basis.



Washington County Sheriff's Office

Barry Curtis
Sheriff

Michael Crabtree
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Richard Rolfe
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In April of 2025 we were asked to look into the possibility of moving the RCC to a different location at the request of Commissioner Burns. Extensive time and effort were incurred by the RCC Deputy Director, Sheriff and maintenance staff compiling as much necessary information as possible. At that time a conservative estimate for moving just the RCC to somewhere in the new building was \$174,000. This number was a realistic estimate including a cost of \$45,000 to move the 911 equipment. That number was obtained from the ESCB. (Emergency Services Communications Bureau) All parties met with Commissioners Burns and discussed the possibility of moving the RCC at that time. Our understanding after that meeting was that the discussion was "settled" as no feasible option existed to relocate the RCC into the new building and was cost prohibitive.

The old Sheriff's Office building is not suitable for relocating the RCC. Due to its Historic designation major renovation is not an option. Its current layout does not have any areas large enough to accommodate four 911 stations.

The only unoccupied space in the new building is the fitness area.

The fitness area is 309 sq feet currently, and could possibly be increased to 402 sq ft by removing a closet area. That would still be 150 sq ft smaller than the current footprint of the RCC. There is not enough space in the fitness area to locate the RCC 911 communications room.

Regardless of the smaller size there are other variables with the fitness room in the basement area.

A wall would have to be built closing off the electrical panels from the RCC space. No outside light or windows. Current DOC (Dept. of Corrections) standards don't allow prisoners to be housed in spaces without outside light, because of physical and mental health concerns. Requiring employees to work 12-hour shifts with no windows would be inhumane and likely be considered an "unsafe work environment".

No kitchen area to prepare meals. Currently the RCC has a kitchen area within 12 feet of the 911 room. Staff are often tasked with responding quickly from the kitchen to handle or assist with calls.

Entrance area with lockers for personal items and storage. Currently the RCC has an entrance room with 3 sets of lockers totaling 13 and two file cabinets utilized by employees for storage of personal items. That space is 9x12 or 108 sq ft. Two of the 3 sets of lockers are personally owned by the Deputy Director.

IT and electrical work would be required. The current RCC building has a separate server room housing 2 local server racks and one 911 server rack. It also holds a whole system UPS for 911. That space alone is 12x13 or 156 sq ft. That space has to be provided for wherever the RCC is relocated. It also has to be environmentally controlled to maintain cooling for the system.

Supervisor Deputy Director office. The closest space for another office is down the hall beyond the stairwell. Currently the Deputy Director Office opens into the 911 room to maintain supervision of the 911 center at all times. Current space is 12x12 or 144 sq ft.

The current RCC location has 3 additional offices. One is being used for IT staff to operate from. One has a shower and has been used as a "break room" or a "bunk room" if necessary. The third is a separate entrance to the building that connects to the kitchen area. The current building provides some option for growth in the future.

Other items to consider in moving the RCC and selling the Center St property.

Emergency Management.

Currently Emergency Management (EMA) is located in the same building as the RCC at 28 Center St. The EMA EOC (Emergency Operations Center) is also located at 28 Center St directly beside the RCC and part of the EMA offices. The best location for an EOC to be located is near your 911/communications center. The EOC was equipped last year as part of a DOJ (Department of Justice) grant that also included a major upgrade to the RCC communications system. This communications upgrade is still being implemented as we speak, with completion anticipated this summer. In total \$3.1 million dollars was received for these upgrades. According to the EMA director, if the EOC is not put back in place operationally the **County will have to return the 3.1 million dollars to DOJ.** My understanding is that it would also have to return any equipment purchased as part of the original grant.

Storage?

Where will all the things currently being stored at 28 Center St. be moved if the building were to be sold? The RCC basement is currently divided up into 7 different storage closets all but one of which is being used to store material and equipment. The RCC uses one to house typed records going back to the 1970's along with other material.

Another is storing computer parts and equipment. EMA has storage space and there is also a ham radio space set up. The old Co-op building is also being used for cold storage.

Parking:

RCC is staffed with 4 people on a full shift. The Deputy Director works Monday through Friday. EMA has two employees. That would require 7 additional parking spaces on an average day. It doesn't take into consideration the number of people that come to the RCC and EMA to conduct business as well. The new building parking lot does not have that much space available currently. Employees would be forced to park in the lower Sheriff's Office parking lot and walk up to the new building. I can see that being a significant issue in the winter time due to snow and ice and sidewalk maintenance. There could be potential liability requiring employees to walk that distance in the dark to get to and from their vehicle.

Cost savings?

What are the anticipated cost savings if everyone were to be moved out of 28 Center St and the property sold?

The electricity usage would not be changing regardless of where people were moved as the consumption would still be the same.

RCC electricity costs for	2024 were	\$11,852
	2025 were	\$16,309
	2026	\$3,637 as of 3/6/2026

RCC Electrical costs include all tower sites as well as its portion of 28 Center St. Monthly electrical cost for Center St. alone average \$3-400 I believe, and as I said before would still be used wherever the RCC is located.

The only potential savings is heating and maintenance for the building. Maintenance spends approximately 6 hours a week at the Center St building. Selling it would not create a situation where you could reduce maintenance staffing.

The entire building has a relatively new roof including the old Co-op building. The Co-op was painted within the last 5 years or so.

What are the heating costs for 28 Center St.? How long would it take to re-coup the costs of moving? Looking at previous years for oil and propane shows the following:

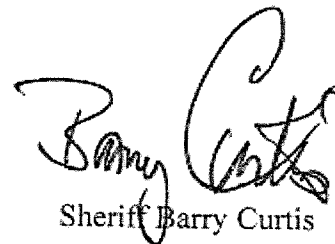
2023 Oil and Propane total cost -	\$6597
2024 Oil and Propane total cost -	\$ 7501
2025 Oil and Propane total cost -	\$ 6441
Average heating costs for last 3 years =	\$6846 a year

Is there any room for growth in the new building?

How much is 28 Center St. worth?

I appreciate the efforts of the Board of Commissioners looking for every possible way to cut costs and save money to the taxpayers. The original plan for the new Sheriff's Office building included moving the RCC and EMA there but had a 3rd floor in the plans. **Without that additional space it is not possible to move an entire department into a building that is already being fully utilized.**

Saving approximately \$7000 a year by moving two entire departments into space less adequate than what they currently occupy seems like a poor decision to make. It is unlikely that the County will be able to acquire any land adjoining the current County Property footprint in the future. Without room for growth, the only option in the future would be to look at an entirely new complex located somewhere else, at a much higher cost than to maintain what the County currently owns.



Sheriff Barry Curtis

County Manager Report

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- Meetings attended:
 - Washington County Council of Governments- 4/28/2026
 - TIF Grant Committee 4/16, 4/27, & 5/7
 - Machias Savings bank rep introductions 4/27
 - AT&T meeting regarding FirstNet
- Worked with Treasurer and provided collected responses for ongoing desk review for the ARPA funds.
- Staff meetings regarding HR and section 125 eligibility requirements
Jail generator had to be repaired, we have not received an invoice on this yet.
- Designed and prepared Washington County informational flyer for Commissioners to review and edit.
- Assisted Lisa with final closeout report for the DOJ grant.
- The five cruiser bid packets were opened on May 7th. Results prepared for the Commissioners to review.
- Researched a miss-read license plate issue for an old county plate. Happened in Colorado. Was determined to be a miss-read plate.
- Met with Buildings and Grounds staff to review quotes received from vendors regarding elevator service agreements and sprinkler testing for new Sheriff's building.
- Processed vouchers for Buildings and Grounds.
- The meeting with stateside Jeremy Gray regarding the MOU was April 8th. Jeremy sent the revised MOU with the State. We are still reviewing it due to some questions.
- Commissioners' workshop on April 23rd. The Sheriff's office provided their updated job descriptions for Commissioners final review.



Sincerely,

Renée Gray

County Manager

Finance Department

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

Grace Falzarano, Provisional Treasurer
treasurer@washingtoncountymaine.gov

Sondra Small, Finance Office Manager
financeclerk@washingtoncountymaine.gov

Megan Huffman, Finance Clerk
appayroll@washingtoncountymaine.gov

Commissioner's Meeting

General Fund

Beginning Cash	May 6, 2026	833,352.80
Less A/P Warrant 05/15/2026		
Less Payroll 05/22/2026		
Less Opioid Funds		(503,294.37)
Less Probate Surcharge		(60,476.45)
Ending Cash		269,581.98

TAN

2026 TAN	4,027,350.00
Less Previous Drawdowns	(1,419,868.28)
Remaining 2026 TAN	2,607,481.72

Note: The TAN interest accrues at 5.02%

Projected Needs for 2026

<u>Accounts Payable</u>			<u>Payroll 2026</u>		
#		<u>Warrant Total</u>	<u>Ck Date</u>		<u>Warrant Total</u>
1	\$	104,816.76	2-Jan	\$	270,141.24
2	\$	443,202.11	16-Jan	\$	250,879.12
3	\$	5,107.00	30-Jan	\$	278,104.04
4	\$	1,870,230.00	13-Feb	\$	254,577.15
5	\$	298,086.62	27-Feb	\$	255,743.68
6	\$	526,089.13	13-Mar	\$	238,183.77
7	\$	264,039.50	27-Mar	\$	246,774.43
8	\$	16,627.00	10-Apr	\$	256,112.39
9	\$	151,732.92	24-Apr	\$	259,955.02
10	\$	229,605.85	8-May	\$	257,037.84
11	\$	278,604.85			
	\$	<u>4,188,141.74</u>		\$	<u>2,567,508.68</u>
		<i>Divided by 11</i>			<i>Divided by 10</i>
	\$	<u>380,740.16</u>		\$	<u>256,750.87</u>

Note: Warrant #4 was the TAN payoff
and was not included in the warrant average.

<i>Anticipated Needs</i>	
	<u>\$ 637,491.03</u>
<i>x 2 per month</i>	<u>\$ 1,274,982.05</u>

Estimate per month using 2026 Actual

Warrants per month	\$	380,740.16
Payroll per month	\$	256,750.87
Estimated total funds bi-weekly	\$	637,491.03

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 602 Emergency Management Agency			
3100 Wages	109,624.00	29,513.93	80,110.07
4004 IT Services Contract	15,000.00		15,000.00
4006 Website Maintenance	500.00		500.00
4105 Auto mileage	300.00		300.00
4110 Meals	500.00		500.00
4115 Lodging	1,500.00		1,500.00
4205 Gas/oil/grease vehicles	2,500.00	265.01	2,234.99
4210 Vehicle Mnt	500.00		500.00
4314 Internet Expense	940.00	578.18	361.82
4315 Telephone bill	1,600.00	370.46	1,229.54
4413 Lease Agreement	2,640.00		2,640.00
4632 Equipment Repair/Maintena	500.00		500.00
4655 Radios-base repairs/maint	200.00		200.00
4675 Equipment Repair/Maint	500.00	385.00	115.00
4676 Computer upgrade & mainte	400.00		400.00
4805 Advertising	50.00		50.00
4820 Dues & Bonds	50.00	50.00	-
4835 Postage	50.00		50.00
4840 Printing/Publications	50.00		50.00
4940 Training/education	1,000.00		1,000.00
5335 Office Supplies	400.00	223.80	176.20
5385 Computer supplies	500.00		500.00
Emergency Management	139,304.00	31,386.38	107,917.62
Dept: 602 Emergency Management Agency Revenue			
6208 Fed Match	-		-
6210 State 50% Match	59,777.00	59,777.00	-
6211 Grant Rev	-	64,781.33	(64,781.33)
G1-0632 Grant Holding Account		16,949.51	
G1-0708 HSG Holding Account		21,089.05	
EMA Revenue	59,777.00	162,596.89	(64,781.33)
Estimated Net Income/Loss	(79,527.00)	131,210.51	(172,698.95)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 603 District Attorney			
3100 Wages	270,608.00	72,549.10	198,058.90
3125 Compensatory Time	-		-
3150 F-T Overtime	-		-
3200 Part Time - Regular	-		-
3220 Earned Paid Leave Wages	-		-
4020 Victim/witness Contract	2,500.00	427.71	2,072.29
4021 Fed Vic-Wit Cont Pmt	27,500.00	6,443.91	21,056.09
4080 Transcripts	800.00		800.00
4105 Auto mileage	8,000.00	810.55	7,189.45
4110 Meals	500.00		500.00
4115 Lodging	5,000.00		5,000.00
4314 Internet Expense	940.00	233.33	706.67
4315 Telephone bill	10,560.00	2,876.85	7,683.15
~Machias and Calais			-
4322 Share File (DA Office)	3,100.00	1,443.23	1,656.77
4411 Calais office rent	3,000.00	750.00	2,250.00
4630 Equipment Lease	3,000.00	2,254.00	746.00
4676 Computer upgrade & mainte	25,000.00	594.00	24,406.00
4722 Insurance - Other	400.00		400.00
4820 Dues & Bonds	1,650.00		1,650.00
4835 Postage	1,300.00	168.50	1,131.50
4840 Printing/Publications	300.00		300.00
5335 Office Supplies	5,000.00	820.57	4,179.43
5375 Training & training suppl	1,500.00	500.00	1,000.00
5510 Statutes & reference book	4,000.00	787.50	3,212.50
7320 Computer upgrade	8,000.00		8,000.00
7325 Equipment & furniture	500.00		500.00
7332 Software Reserve	3,000.00		3,000.00
			-
District Attorney	386,158.00	90,659.25	295,498.75
Dept: 603 District Attorney Revenue			
6315 Fed Witn Adv	55,000.00	12,887.82	42,112.18
6316 St Witn Adv			-
6320 Discov fees			-
6321 AdFee-DefDis	10,500.00	5,320.00	5,180.00
6325 Misc Rev	-		-
DA Revenue	65,500.00	18,207.82	47,292.18
Estimated Net Income/Loss	(320,658.00)	(72,451.43)	(248,206.57)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 604 County Administration			
3100 Wages	181,740.00	48,396.17	133,343.83
4000 Professional services	30,000.00	27,015.48	2,984.52
~TAN Services			-
4004 IT Services Contract	2,000.00	666.68	1,333.32
4005 Audit Services	20,000.00		20,000.00
4006 Website Maintenance	1,000.00		1,000.00
4105 Auto mileage	3,000.00	645.25	2,354.75
4110 Meals	500.00	16.50	483.50
4115 Lodging	500.00		500.00
4314 Internet Expense	1,450.00	548.33	901.67
~includes email (7)			-
4315 Telephone bill	10,880.00	2,605.22	8,274.78
4630 Equipment Lease	2,000.00	1,316.30	683.70
4676 Computer upgrade & mainte	1,500.00		1,500.00
4805 Advertising	2,000.00	1,020.46	979.54
4820 Dues & Bonds	11,500.00	10,900.06	599.94
4835 Postage	3,200.00	2,181.96	1,018.04
4840 Printing/Publications	1,000.00		1,000.00
4920 Miscellaneous	950.00		950.00
4930 Registration/enrollment f	300.00		300.00
4940 Training/education	100.00		100.00
5335 Office Supplies	1,500.00	766.84	733.16
5505 Books & periodicals(subsc	200.00	40.00	160.00
7314 Office Equipment	-		-
7325 Equipment & furniture	-		-
7336 Econ. Dev. - SCEC	-		-
~SCEC			-
7340 Archive	-	(4,015.00)	4,015.00
County Admin	275,320.00	92,104.25	183,215.75
Dept: 604 County Administration Revenue			
6400 County Tax			-
6401 Cty Tax Int			-
6402 Pay in Lieu			-
6455 Misc. Rev - Grant Reimbursement		870.74	(870.74)
6475 UT AdminFees	30,000.00		30,000.00
6476 UT Bldg Rent	4,800.00	1,200.00	3,600.00
County Revenue	34,800.00	2,070.74	32,729.26
Estimated Net Income/Loss	(240,520.00)	(90,033.51)	(150,486.49)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 605 County Finance			
3100 Wages	208,738.00	39,385.16	169,352.84
3200 Part Time - Regular	36,226.00		36,226.00
4000 Professional services ~payroll	9,000.00	2,112.01	6,887.99
4004 IT Services	2,000.00	666.68	1,333.32
4005 Audit Services	50,000.00		50,000.00
4105 Auto mileage	250.00		250.00
4110 Meals	250.00		250.00
4115 Lodging	-		-
4314 Internet Expense ~includes email (3)	1,160.00	233.33	926.67
4315 Telephone bill	1,400.00	277.50	1,122.50
4630 Equipment Lease	-		-
4676 Computer upgrade & mainte ~TRIO software maintenance	11,000.00	5,107.00	5,893.00
4805 Advertising	100.00		100.00
4820 Dues & Bonds			-
4835 Postage	2,000.00	486.61	1,513.39
4940 Training/education	500.00		500.00
5335 Office Supplies	2,000.00	345.38	1,654.62
7305 County computer upgrade	1,800.00	85.00	1,715.00
7314 Office Equipment (3 printers)	1,000.00	300.00	700.00
County Finance	327,424.00	48,998.67	278,425.33
Dept: 605 County Finance Revenue			
6500 INT INC-G/F			-
6501 Deeds Inter - moved to Deeds 609-6061 Finance Revenue			-
	-	-	-
Estimated Net Income/Loss	(327,424.00)	(48,998.67)	(278,425.33)

6501 Deeds Interest is actually Deeds Surcharge Interest and cannot be used as part of the Budget.

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 606 County Buildings			
3100 Wages	214,636.00	59,472.49	155,163.51
~court reimburses 1.5 positions			-
4104 Auto Expense	1,500.00		1,500.00
4205 Gas/oil/grease vehicles	1,300.00	201.12	1,098.88
4305 Electricity	37,000.00	8,990.95	28,009.05
4309 Phone Repair/Maintenance	500.00		500.00
4310 Sewer bill	10,114.00	2,321.80	7,792.20
4311 Water bill	5,500.00	3,109.69	2,390.31
4315 Telephone bill	1,200.00	423.12	776.88
4605 Parking lot/grounds/snow	18,800.00	3,277.50	15,522.50
~cost to be shared by courts			-
4610 Building/structure mainte	17,250.00	878.56	16,371.44
4620 Elevator Maintenance Contract	2,000.00	2,084.24	(84.24)
~4 elevators (3 to be reimbursed by courts)			-
4622 Fire Alarm Inspections - Norris contract	2,000.00	3,674.04	(1,674.04)
4635 HVAC repairs	7,500.00	1,777.38	5,722.62
4660 Rubbish Removal/Shredding	2,500.00	756.00	1,744.00
5205 Fuel - Buildings	44,500.00	15,136.73	29,363.27
5325 Maintenance supplies	6,000.00	904.31	5,095.69
5335 Office Supplies	150.00		150.00
5405 Uniforms/clothing allowan	2,750.00	255.62	2,494.38
7205 Building improvements	100,000.00		100,000.00
7210 Jail Roof	10,000.00		10,000.00
7211 HVAC	50,000.00		50,000.00
7325 Equipment & furniture	8,500.00	1,698.88	6,801.12
7380 Bldg Signage			-
County Buildings	543,700.00	104,962.43	438,737.57
Dept: 606 County Buildings Revenue			
6645 BldRent Wcty			-
6650 Court Reimb-moved to Court 800-8001	-	-	-
Buildings Revenue	-	-	-
Estimated Net Income/Loss	(543,700.00)	(104,962.43)	(438,737.57)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 607 Regional Communications Center			
3100 Wages	1,133,515.00	277,349.03	856,165.97
3115 Night Shift Differential	8,000.00		8,000.00
3125 Compensatory Time	-		-
3150 Regular Full Time Overtime	80,000.00	17,188.01	62,811.99
3200 Part Time - Regular	20,000.00	3,441.47	16,558.53
3220 Earned Paid Leave Wages		270.00	(270.00)
3230 Part Time - IT wages	-	2,229.90	(2,229.90)
4004 IT Services Contract- Move to IT Department	-	384.61	(384.61)
4105 Auto mileage	2,000.00		2,000.00
4110 Meals	1,500.00	850.00	650.00
4115 Lodging	1,000.00		1,000.00
4125 Equipment & Furniture	2,400.00		2,400.00
4205 Gas/oil/grease vehicles	1,500.00	113.18	1,386.82
4305 Electricity	10,515.00	5,035.07	5,479.93
4314 Internet Expense	940.00	233.33	706.67
4315 Telephone bill	3,880.00	1,323.17	2,556.83
4320 Datalines	1,678.00	1,275.91	402.09
4321 Computer Maintenance Agre	23,384.00	16,580.93	6,803.07
~includes Spillman			-
4450 Communications Equipment Maint	7,500.00	943.00	6,557.00
4630 Equipment Lease	230.00		230.00
4655 Radios-base repairs/maint - PCT contract	43,200.00	14,400.00	28,800.00
4657 Recorder/Maintenance	6,818.00	4,852.25	1,965.75
4675 Equipment Repair/Maintena	1,000.00	432.74	567.26
4722 Insurance - Other	1,500.00		1,500.00
4820 Dues & Bonds	347.00	152.00	195.00
4835 Postage	25.00	4.44	20.56
4940 Training/education	1,500.00	280.00	1,220.00
5206 Propane-Towers	1,000.00		1,000.00
5335 Office Supplies	1,500.00		1,500.00
5360 Public Safety IAM Responding - Pd w. TIF Funds		16,627.00	(16,627.00)
5405 Uniforms/clothing allowan	1,500.00		1,500.00
5810 Employee Recognition			-
7310 Communications Equipment Maint	7,500.00		7,500.00
7325 Equipment & furniture			-
RCC	1,363,932.00	363,966.04	999,965.96

Note: 607-5360 Public Safety - I Am Responding was paid with Community Benefit Funds

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 609 Registry of Deeds			
3100 Wages	169,714.00	45,692.15	124,021.85
4004 IT Services Contract	-	-	-
4314 Internet Expense - includes email (3)	1,160.00	233.34	926.66
4315 Telephone bill	700.00	154.11	545.89
4630 Equipment Lease	5,800.00	2,390.00	3,410.00
4632 Equipment Repair/Maintena	500.00		500.00
4820 Dues & Bonds	200.00	200.00	-
4825 Scanning & Imaging	49,000.00	14,400.00	34,600.00
4835 Postage	1,800.00	363.86	1,436.14
4920 Miscellaneous	500.00		500.00
4930 Registration/enrollment f	300.00	170.00	130.00
5335 Office Supplies	2,800.00	1,256.41	1,543.59
7325 Equipment & furniture	500.00		500.00
Registry of Deeds	232,974.00	64,859.87	168,114.13
Dept: 609 Registry of Deeds Revenue			
6061 Deeds Surcharge Interest	6,000.00	1,399.21	4,600.79
6064 Web Revenues	5,000.00	560.63	4,439.37
6065 R-Deeds Fees	280,000.00	77,733.53	202,266.47
6066 Transfer tax	70,000.00	11,750.31	58,249.69
6068 Surcharge	-	8,104.00	(8,104.00)
Registry Revenue	361,000.00	99,547.68	261,452.32
Estimated Net Income/Loss	128,026.00	34,687.81	93,338.19

6061 Deeds Interest is actually Deeds Surcharge Interest and cannot be used as part of the Budget.

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 610 Probate Court			
3100 Wages	173,209.00	46,633.02	126,575.98
4000 Professional services	40,000.00	1,371.13	38,628.87
4004 IT Services Contract	2,000.00	666.64	1,333.36
4105 Auto mileage	1,000.00		1,000.00
4110 Meals	200.00	35.15	164.85
4115 Lodging	250.00		250.00
4314 Internet Expense - include email (2)	1,190.00	233.34	956.66
4315 Telephone bill	700.00	160.87	539.13
4630 Equipment Lease	1,400.00	1,127.00	273.00
4632 Equipment Repair/Maintena	150.00		150.00
4676 Computer upgrade & maint. - Quickbooks/Adobe	1,100.00		1,100.00
4805 Advertising	100.00		100.00
4820 Dues & Bonds	1,050.00	263.00	787.00
4835 Postage	1,800.00	370.68	1,429.32
4845 Notice Publications	10,000.00	2,950.00	7,050.00
5335 Office Supplies	1,800.00	243.61	1,556.39
5338 Record Management System	3,000.00	2,565.20	434.80
5510 Statutes & reference book	1,300.00	253.91	1,046.09
7320 Computer upgrade	1,000.00		1,000.00
7370 ICON Docket System			-
Probate Court	241,249.00	56,873.55	184,375.45
Dept: 610 Probate Court Revenue			
6101 Surcharge	2,500.00		2,500.00
6102 Probate Fees	70,000.00		70,000.00
6104 Postage	-		-
6105 Notice/Pub	-		-
ProbateCourt Rev	72,500.00	-	72,500.00
Estimated Net Income/Loss	(168,749.00)	(56,873.55)	(111,875.45)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 611 Sheriff's Department			
3100 Wages	1,705,516.00	471,946.17	1,233,569.83
3103 Lubec Wages			-
3105 SO-Outside Detail - reimbursable		855.00	(855.00)
3109 Jonesport Wages - reimbursable		300.00	(300.00)
3111 Military Pay		614.88	(614.88)
3114 Reimbursable Detail		3,353.70	(3,353.70)
3125 Compensatory Time			-
3150 Regular Full Time Overtime	220,000.00	76,908.32	143,091.68
3200 Part Time - Regular	12,000.00	2,499.83	9,500.17
3220 Earned Paid Leave Wages		382.10	(382.10)
3230 Part Time - IT wages - Move to IT Department		2,230.05	(2,230.05)
3240 Civil Process	45,000.00	10,836.00	34,164.00
4000 Professional services	3,000.00		3,000.00
4004 IT Services Contract balance paid to Dennis Dorsey from 2025		384.62	(384.62)
4105 Auto mileage	1,000.00		1,000.00
4110 Meals	1,500.00	90.00	1,410.00
4115 Lodging	5,000.00	980.00	4,020.00
4117 Tolls	50.00		50.00
4140 Civil Process Expenses	42,000.00	6,896.63	35,103.37
4205 Gas/oil/grease vehicles	95,000.00	19,104.03	75,895.97
4210 Vehicle Mnt	45,000.00	(999.89)	45,999.89
4305 Electricity	80,000.00	21,994.77	58,005.23
4314 Internet Expense	912.00	233.34	678.66
4315 Telephone bill	39,160.00	6,908.15	32,251.85
4630 Equipment Lease	2,670.00	1,127.00	1,543.00
4656 Mobile radios/repairs-mai	600.00	550.00	50.00
4676 Computer upgrade & mainte	77,485.00	39,399.44	38,085.56
4820 Dues & Bonds	1,200.00	750.00	450.00
4835 Postage	2,500.00	678.66	1,821.34
4840 Printing/Publications	3,800.00	47.80	3,752.20
4905 Criminal investigation ex	19,000.00		19,000.00
4935 Fitness Incentive	7,000.00		7,000.00
4940 Training/education	30,000.00	1,830.00	28,170.00
5335 Office Supplies	7,400.00	1,264.54	6,135.46
5338 Record Management System	3,200.00	2,790.40	409.60
5360 Public Safety	6,000.00	1,600.00	4,400.00
5405 Uniforms/clothing allowan	17,600.00	1,835.33	15,764.67
5520 FireArm Associated Expense	10,899.00		10,899.00
5525 Taser Expense	10,000.00	7,450.01	2,549.99
5850 K-9 Expense	5,877.00	969.81	4,907.19
7050 Officer Acquisition	30,000.00		30,000.00
7320 Computer upgrade	-		-
7325 Equipment & furniture	-		-
7345 Motor Vehicles - Reserve	55,000.00	55,001.00	(1.00)
7346 Motor Vehicle Equipment Res	20,000.00	1,523.00	18,477.00
7390 Bullet-proof vests	22,500.00		22,500.00
7391 K-9 Reserve	7,500.00		7,500.00
Sheriff's Department	2,635,369.00	742,334.69	1,893,034.31

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 611 Sheriff's Department Revenue			
6113 MDEA Reimb	212,368.00	106,666.84	105,701.16
6175 Civ Process	87,000.00	25,775.02	61,224.98
6176 SO Ins Rpts	2,300.00	755.00	1,545.00
6179 DETAIL FEES	-	1,125.00	(1,125.00)
6182 Grand Lake			-
6183 Jonesport		3,780.00	(3,780.00)
6184 Lubec Patrol			-
6200 MDEA Rent	7,800.00	1,950.00	5,850.00
Sheriff's Revenue	309,468.00	140,051.86	169,416.14
Estimated Net Income/Loss	(2,325,901.00)	(602,282.83)	(1,723,618.17)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 612 Information Technology			
3200 Part Time - Regular	46,800.00	3,000.00	43,800.00
4004 IT Services Contract	175,000.00	41,666.64	133,333.36
Information Technology	221,800.00	44,666.64	177,133.36
Dept: 614 Governmental Third Party			
4701 WashCty COG			-
4702 Was.Cty. Soil & Water Con			-
4703 Was.Cty. Extension Associ			-
4704 D-E RC&D			-
Governmental Third Party	-	-	-
Dept: 618 Third Party Requests			
4714 Wash. Cty. Firefighters A			-
4715 Orono Fire Region Respons Team			-
4716 Downeast Institute			-
4717 Next Step			-
Third Party	-	-	-
Dept: 619 Insurance			
4721 Liability Insurance	80,000.00	63,380.94	16,619.06
4755 Workers Compensation Insurance	225,000.00	94,353.45	130,646.55
	305,000.00	157,734.39	147,265.61
Dept: 619 Insurance Revenue			
6190 Worker's Comp Insurance Rev	13,052.00		13,052.00
	13,052.00	-	13,052.00
Estimated Net Income/Loss	(291,948.00)	(157,734.39)	(134,213.61)
Dept: 620 Employee Benefits			
4724 Health Insurance	1,533,265.00	518,985.82	1,014,279.18
4730 Paid Family Medical Leave	20,837.00	5,893.88	14,943.12
4735 MSRS	492,981.00	131,496.49	361,484.51
4740 IRA match	20,000.00	6,000.00	14,000.00
4750 FICA County match	318,799.00	90,176.90	228,622.10
Employee Benefits	2,385,882.00	752,553.09	1,633,328.91
Dept: 620 Employee Benefits Revenue			
6201 Empl Reimb. Empl Ben Rev	106,582.00		106,582.00
	106,582.00	-	106,582.00
Estimated Net Income/Loss	(2,279,300.00)	(752,553.09)	(1,526,746.91)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 622 Debt Service			
4800 TAN 2026	4,027,350.00	884,225.59	3,143,124.41
4800 TAN Interest 2025	150,000.00	246,204.70	(96,204.70)
Debt Service	150,000.00	246,204.70	(96,204.70)
Contingency is used to offset the 2025 TAN Interest.			
 Dept: 625 Unorganized Territory - Reimbursable			
3100 Wages	16,288.44	16,288.44	-
3200 Part Time - Regular	1,455.60	1,455.60	-
3220 Earned Paid Leave Wages			-
4315 Telephone bill	618.12	518.90	99.22
4835 Postage	3.99	3.99	-
Unorganized Territory	18,366.15	18,266.93	99.22
 Dept: 625 Unorganized Territory Reimbursement			
6645 Building Rent			
Unorganized Territory Reimbs.	-	-	-
Estimated Net Income/Loss	(18,366.15)	(18,266.93)	(99.22)
 Dept: 660 Capital Reserves			
7501 Leave Reimbursement Reser	80,000.00		80,000.00
7502 Unemployment Reserves	25,000.00		25,000.00
7503 Earned Paid Leave	6,000.00	-	6,000.00
Capital Reserves	111,000.00	-	111,000.00
 Dept: 662 Contingency			
8001 Contingency	100,000.00	-	100,000.00
Contingency	100,000.00	-	100,000.00
Contingency is used to offset the 2025 TAN Interest.			

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 699 County Jail			
1002 Ambulance Services	2,200.00	447.72	1,752.28
1017 In-house Medical Providers	152,464.00	38,903.72	113,560.28
1026 Psychological Services	9,000.00	2,110.40	6,889.60
1028 Sanitation/Pest Control	1,300.00	403.00	897.00
1104 Lodging	12,000.00	2,780.00	9,220.00
1106 Meals - Staff	7,500.00	750.23	6,749.77
1108 Other (Tolls, Parking)	150.00	31.30	118.70
1203 Gasoline	10,000.00	2,406.86	7,593.14
1209 Vehicle Repairs and Maint.	10,000.00	344.81	9,655.19
1302 Electric (Utilities)	50,000.00	20,240.50	29,759.50
1303 Fuel Oil/Heating Oil	40,000.00	17,405.11	22,594.89
1305 Gas-Propane (Kitchen)	5,500.00	1,542.19	3,957.81
1308 Sewer (Utilities)	20,650.00	4,728.40	15,921.60
1310 Telephone/Internet	3,240.00	694.76	2,545.24
1312 Water (Utilities)	4,000.00	2,522.04	1,477.96
1405 Lease Agreement	2,200.00	1,127.00	1,073.00
1602 Building Structure Maint.	26,300.00	4,932.50	21,367.50
1606 Elevator Maintenance	-		-
1607 Equip/Furn. Maint.	6,500.00	405.53	6,094.47
1612 Maintenance Agreements	350.00	365.00	(15.00)
1620 Radio Repair	1,000.00		1,000.00
1621 Rubbish Removal	6,000.00	2,044.00	3,956.00
1676 Computer Upgrade/Maintenance	13,917.00	9,831.34	4,085.66
~includes Spillman			-
1703 Insurance-Liability	60,000.00	50,762.11	9,237.89
1810 Jail Employee Recognition	300.00		300.00
1815 Postage	-		-
1817 TAN Interest	50,000.00		50,000.00
1907 Registration/Enrollment Fees	500.00	272.00	228.00
1909 Training & Education	15,000.00	1,867.00	13,133.00
2101 Food	114,000.00	41,499.65	72,500.35
2214 Cleaning Supplies	15,000.00	4,774.40	10,225.60
2221 Institutional Bedding	4,000.00		4,000.00
2225 Institutional Medical	70,000.00	26,137.76	43,862.24
2226 Kitchen Supplies	9,000.00	3,077.41	5,922.59
2230 Office Supplies	4,000.00	813.78	3,186.22
2239 Statutes/Reference Books	300.00		300.00
2301 Correction Officer Uniforms	10,000.00	429.71	9,570.29
2303 Prisoner Uniforms	8,000.00	585.04	7,414.96
2360 Recruitment & PR	750.00	508.96	241.04
2805 Computer Upgrade	15,900.00		15,900.00
2806 Security Cameras	1,800.00		1,800.00
2827 Control Panel (fixture)	9,000.00		9,000.00
2845 Motor Vehicles - Reserve	5,000.00		5,000.00
3100 Wages	1,857,775.00	510,710.68	1,347,064.32
3111 Military Pay	-	993.24	(993.24)
3115 Night Shift Differential	11,000.00		11,000.00
3125 Compensatory Time			-

2026 Financial Update

Dept: 699 County Jail continued

3150 Regular Full Time Overtime	178,000.00	94,375.95	83,624.05
3200 P-T Regular	80,000.00	4,360.69	75,639.31
3220 EPL Wages	-	337.26	(337.26)
3230 Part Time - IT wages	-	2,230.05	(2,230.05)
4000 Professional services	200.00		200.00
4004 IT Services Contract (move to IT Depart.)	-	384.61	(384.61)
4724 Health Insurance	734,390.00	171,384.98	563,005.02
4730 Paid Family Medical Leave	9,289.00	3,065.05	6,223.95
4735 MSRS	210,204.00	69,830.89	140,373.11
4750 FICA County match	142,120.00	46,895.10	95,224.90
4755 Workers Compensation	-	27,875.52	(27,875.52)
5525 Taser Expense	5,408.00		5,408.00
7322 Replacement locks	2,400.00		2,400.00
7325 Equipment & furniture	-		-
County Jail	4,007,607.00	1,177,188.25	2,830,418.75

Dept: 699 County Jail Revenue

6949 Supplement	109,104.00		109,104.00
6950 DOC Inv Fund	548,303.00	137,247.50	411,055.50
6953 Pretr/Monitr			-
6956 Misc Inc-SSI	4,000.00	2,000.00	2,000.00
6959 MED CO-PAYS	2,800.00	945.28	1,854.72
6961 Comm Confine			-
6963 Court Fees	6,500.00	1,629.12	4,870.88
6964 OSA Contract	80,000.00	9,507.08	70,492.92
6965 Opioid Funds			-
Jail Revenue	750,707.00	151,328.98	599,378.02
Estimated Net Income/Loss	(3,256,900.00)	(1,025,859.27)	(2,231,040.73)

2026 Financial Update

Description	Budget 2026	Expenses YTD 2026	Remaining Funds 2026
Dept: 800 Court - Totally Reimbursed			
4305 Electricity	6,183.08	35,704.57	(29,521.49)
4310 Sewer bill	194.06	194.06	-
4311 Water bill	-	935.66	(935.66)
4314 Internet Expense	9.95	39.80	(29.85)
4605 Parking lot/grounds/snow	121.51	1,099.43	(977.92)
4610 Building/structure mainte	-	824.94	(824.94)
4620 Elevator Maintenance Contract	-	1,125.00	(1,125.00)
4635 HVAC repairs	-	742.95	(742.95)
4675 Equipment Repair/Maintena	-	385.00	(385.00)
5205 Fuel - Buildings	1,147.54	4,649.55	(3,502.01)
5325 Maintenance supplies	317.92	2,000.76	(1,682.84)
7205 Building improvements	-	-	-
Court	7,974.06	47,701.72	(39,727.66)
Dept: 800 Court Revenue			
8001 Court Costs Reimbursement	80,735.00	87,212.52	(6,477.52)
Court Revenue	80,735.00	87,212.52	(6,477.52)
Estimated Net Income/Loss	72,760.94	39,510.80	33,250.14
Dept: 810 Bad Debts			
Bad Debts	-	-	-
Total Revenue	1,773,386.00	573,803.97	1,237,620.59
Less Total Expense	13,426,719.00	3,974,492.20	9,452,226.80
Add Town Taxes Received	11,653,333.00	3,400,688.23	8,214,606.21
Dept: 900 Town/City Taxation			
6400 Towns/City Tax Payments	11,804,050.00	145,319.34	11,658,730.66
6401 Town City Interest on late pmts.	-	-	-
Remaining amounts due	11,804,050.00	145,319.34	11,658,730.66

Expense Detail Report

DEPARTMENT(S): 600 - 600
APRIL TO APRIL

TRANS DATE	RCB/ PER TYPE JRNL	DESCRIPTION---	WRN CHECK#	VENDOR----- T	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
600 - Unorgan Terr					2,022,170.00	945,317.85	0.00	1,076,852.15
2010 - Administ.					42,400.00	30,475.31	0.00	11,924.69
2040 - Equip Maint					18,000.00	0.00	0.00	18,000.00
2050 - E-911 Assist					14,000.00	0.00	0.00	14,000.00
3110 - Septage Site					0.00	3,828.63	0.00	-3,828.63
3130 - RoadwayMaint					538,914.00	136,165.60	0.00	402,748.40
3135 - Paving					155,000.00	0.00	0.00	155,000.00
3140 - Snow Remove					591,389.00	586,917.79	0.00	4,471.21
3150 - Bridges					200,000.00	0.00	0.00	200,000.00
3160 - Solid Waste					154,340.00	91,857.15	0.00	62,482.85
3165 - Eq Operation					19,000.00	8,200.64	0.00	10,799.36
3180 - Cemetery Mnt					4,300.00	9,320.78	0.00	-5,020.78
3190 - Streetlights					1,000.00	514.20	0.00	485.80
3250 - Pub Wrk Crew					23,000.00	0.00	0.00	23,000.00
4110 - 3rd Ply Req					16,000.00	19,450.00	0.00	-3,450.00
4210 - Comm Proj.					6,900.00	0.00	0.00	6,900.00
5310 - Sh-fish Cons					20,368.00	16,279.62	0.00	4,088.38
5320 - Animal Ctrl					15,169.00	6,979.40	0.00	8,189.60
5330 - Fire Protect					79,018.00	61,187.60	0.00	17,830.40
5331 - Ambulance Sv					101,072.00	76,505.21	0.00	24,566.79
5340 - Election Sv					2,300.00	2,650.00	0.00	-350.00
5380 - Pub Work Gar					5,000.00	931.49	0.00	4,068.51
5384 - Veh/ Boat Res					15,000.00	0.00	0.00	15,000.00
Department..					2,022,170.00	1,051,263.42	0.00	970,906.58
Final Totals					2,022,170.00	1,051,263.42	0.00	970,906.58

Revenue Detail Report
DEPARTMENT(S): 600 - 600
APRIL TO APRIL

ACCOUNT-----	DATE	JRNL	DESC---	CURRENT	DEBITS	CREDITS	UNCOLLECTED
600 - UNORGANIZED TERRITORIES				2,022,170.00	0.00	1,519,716.48	502,453.52
8110 - Tax Assessment				1,589,670.00	0.00	1,589,670.00	0.00
8125 - Local Road Assistance Program				101,000.00	0.00	123,456.00	-22,456.00
8130 - Excise Taxes-Vehicles-AUDITOR				275,000.00	0.00	158,940.51	116,059.49
8137 - State Park Fee Sharing				0.00	0.00	33,196.51	-33,196.51
8140 - Septic Land Site-645				7,500.00	0.00	7,400.96	99.04
8150 - Snowmobile Revenue				250.00	0.00	39.72	210.28
8155 - In Lieu of Taxes				9,000.00	0.00	0.00	9,000.00
8160 - Shellfish Spec. Prof-670				750.00	0.00	4,470.00	-3,720.00
8205 - Interest Income - GF				36,000.00	0.00	0.00	36,000.00
8310 - Animal Control Services				3,000.00	0.00	0.00	3,000.00
Department..				2,022,170.00	0.00	1,917,173.70	104,996.30
Final Totals				2,022,170.00	0.00	1,917,173.70	104,996.30



**Washington County
Emergency Management Agency**
28 Center Street
P.O. Box 297
Machias, Maine 04654
(207) 255-3931



**Washington County Emergency Management Report
May 10, 2026**

1. Maine County Emergency Management Mutual Aid Agreement

The Maine County Emergency Management Mutual Aid Agreement establishes a statewide framework for all 16 Maine counties to provide coordinated emergency management assistance to one another during disasters and emergencies. The agreement, sponsored by the Maine Emergency Management County Director's Council (MEMCDC), is authorized under Title 37-B M.R.S.A. Chapter 13 §784 and is effective through December 31, 2028.

Key provisions include:

- Counties agree to share personnel, resources, and emergency management services during natural or manmade disasters, including severe weather events, hazardous materials incidents, and other emergencies.
- County Emergency Management Directors (EMDs) serve as the coordinating officials responsible for facilitating requests, deployments, and communication between counties and state/federal partners.
- Requests for assistance must be authorized by county commissioners unless authority has been delegated to the EMD. Initial verbal requests must be followed by formal written documentation.
- Personnel deployments may last up to 14 days, with extensions requiring additional approval and coordination.
- Participating counties are required to notify the Maine Emergency Management Agency (MEMA) when the agreement is activated.
- The agreement authorizes interoperable emergency communications by allowing counties to program each other's emergency radio frequencies for operational coordination.
- Sending counties continue to pay employee salaries and benefits during deployments, while requesting counties cover lodging, meals, mileage, and related expenses. Liability and workers' compensation responsibilities remain with the sending county.
- Counties retain discretion over whether resources are available for deployment and may recall resources if local emergencies arise.
- Any modifications to the agreement require approval from all member county commissioners.
- Counties may withdraw from the agreement with 30 days written notice to participating counties.

The agreement strengthens statewide preparedness and emergency response coordination among Maine counties.

Action Item: The Emergency Management Director is recommending that the County Commissioners approve and sign the agreement to ensure Washington County remains part of the statewide mutual aid system through December 31, 2028.

2. Upper Machias Bay Master Plan Rollout

The Emergency Management Director attended the Upper Machias Bay Master Plan rollout on May 4, 2026. Recommendations developed by the Upper Machias Bay Master Plan Committee were presented during the event and summarized in an Executive Summary distributed at the rollout. A comprehensive 130-page Master Plan document will also be made available.

The committee has been meeting for more than a year and a half and held numerous public hearings in Machias to gather community input and develop recommendations for the region.

3. NOAA Coastal Flood Survey Work

Lisa will meet with NOAA representatives in Eastport and Lubec on May 15, 2026, to assist with GPS water level and elevation surveys in coastal flood-prone areas. The project is being conducted by James Sinko, Hydrology Program Manager, and Angela LaFlash, Marine Focal Point.

The purpose of the survey is to improve coastal flood forecasting accuracy, validate elevation data, and reduce false flood alarms for the Lubec and Eastport areas. Survey work will take place at several locations in Lubec, Sipayik, and Eastport that are vulnerable to tidal flooding and storm surge impacts.

Information gathered during the survey will help improve flood stage forecasts and impact statements for roads, waterfront areas, and low-lying neighborhoods in the region.

4. Community Emergency Response Planning Meeting

Upcoming EMA meetings include a Community Emergency Response Planning meeting scheduled for May 19, 2026, with Elizabeth (Liz) Michaud and Tora Johnson. The meeting will focus on strengthening local harbor emergency preparedness and developing coordinated community response plans for commercial fishing incidents.

Liz Michaud is the Founder and President of Green and White Hope Inc. (GWH), a nonprofit organization focused on improving commercial fishing safety, supporting recovery efforts, and enhancing emergency preparedness for Maine's coastal communities.

GWH recently developed a Community Orchestration Guide designed to help harbor communities create emergency response plans that complement existing protocols from the U.S. Coast Guard, Maine Marine Patrol, and other emergency agencies. Through a Sea Grant Maine grant, GWH is now working with selected harbor communities to develop localized emergency response plans and provide emergency response equipment and training resources.

Conclusion

EMA continues to focus on emergency planning, coordination, and preparedness efforts throughout Washington County. Current work includes mutual aid planning, coastal flood preparedness, and community emergency response initiatives.

Respectfully submitted,
Lisa M. Hanscom, Director
Washington County Emergency Management Agency (EMA)

TO: Washington County Commissioners
FROM: District Attorney Robert Granger
DATE: May 11, 2026
RE: Department Report for April, 2026

My staff is preparing for the June call of the docket. This process involves reviewing every file on the docket call list published by the court to identify witnesses and to reach out to them in order to determine their availability for the trial dates established by the court. This effort involves hundreds of contacts with witnesses, as well as more intensive contacts with victims of crime to alert them to the possibility that the case may move from a pending status to an actual court appearance.

We are engaged in the above preparation while still processing the daily requests from defense counsel for discovery, and the analysis and preparation of paperwork for new alleged crimes which are constantly submitted to our offices.

Robert C. Granger
District Attorney

MONTHLY ADMINISTRATIVE REPORT FOR April 10, 2026 – May 13, 2026

TASKS COMPLETED

- **Prepare Commissioners' meeting minutes for:**
 - April 9, 2026
 - April 23, 2026 Workshop
- **Prepare Agenda for May 14th Meeting**
 - Distribute and publicize
- **Human Resources**
 - Prepare New Employee Packets
 - Met with new employees
 - Full-time Corrections Officers
 - Full-time Patrol Deputy
 - Part-time U.T. Summer Maintenance
 - Process paperwork for employee status changes:
 - Resignation of employee
 - Continue to Track time used for FMLA
 - Continue to prepare for Paid Family Medical Leave (PFML)
 - Extensive research done on Section 125 relating to NCEU members enrollment in Colonial Life coverage.
 - Communicated with Pete Martel, Colonial Life representative for clarification on benefits offered to NCEU members
 - Communicated with NCEU members that have signed up for benefits
 - Will need to align the Section 125 Summary Plan
 - Will need to revise Section 125 Election form
 - Processed paperwork for employee deductions for Colonial Life
- **Prepare weekly vouchers for payment**
 - Reconcile Health Trust insurance billing
 - Reconcile NCEU Health and Welfare billing
 - Review Consolidated phone bill and distribute Routing Slip for Department Heads
- **Prepare monthly postage report**
- **Tax Abatement**
 - Send out DeMaris vs State of Maine second decision
 - Hearing has been scheduled for 329 Bingo vs Town of Waite.
 - All parties have been notified
 - Will prepare paperwork to be presented at the Tax Abatement hearing of May 14th
- **Worker's Comp**
 - Continue to submitted updates to MMA for claims
- **Website updates**
 - Continue to send Meeting Minutes for posting
- **Annual Report**
- **Grants and Contracts**
 - Continue to assure signed contracts are in the file.

7185813

Applies to current program; does not include past Quill+ memberships. Total reflects savings for your entire organization.

B&G Log April - May

- Morning cleaning/mopping and trash removal.
- Built storage rack in Stateside mech room for HVAC belts.
- Changed light bulbs in Probate Clerks office.
- Changed light bulbs in Registry of Deeds record room.
- Changed light bulbs in County elevator.
- Replaced flag pole line.
- Changed HVAC filters in Stateside court house.
- JL Huntley's Plumbing and Heating installed new hot water heater for EMA office bathroom.
- Changed HVAC filters in Dispatch air handling system.
- Kone Elevator fixed issues with County Elevator and Wheelchair lift.
- Central Maine Diesel diagnosed issue with Jail emergency generator. Parts to be ordered and installed at later date.
- Built shelving and coat rack in Buildings and Grounds office.
- Took down rotten apple tree near lower parking lot.
- Raked off lawn near lower parking lot and cleaned the curbs.
- Installed boot brush near front door of Sheriff's Office.
- JL Huntley's Plumbing and Heating installed new circulator pump for County boilers.
- Removed tree from Cooper Street that was tearing up the sidewalk.
- Cleaned off lawn of lower parking lot.

**COUNTY OF WASHINGTON
REGISTRY OF DEEDS
TAMMY C. GAY, REGISTRAR
MONTHLY UPDATE
COMMISSIONERS MEETING
May 14, 2026**

April 2026 in Review:

1. The Registry of Deeds **2025 annual report** has been submitted to the administrative office.
2. Staff is continuing, as time allows, to work on the indexing project which will aid in searching by name or book and page for documents **dating back to 1939**.
3. Tammy participated along with the registry association in a webinar by Property Records Industry Association (PRIA) on **"The Future of Deed Fraud Prevention"**. The Register of Deeds Association members will be making a suggestion to the Maine County Commissioners Association Convention organizers regarding the creation of a panel discussion on Fraud Prevention to take place during their upcoming September Event.

1. **April Recording Stats:** We recorded **715** documents and **1** survey plan.
2. **April Revenue Collected:** \$ **23,380.18** -- recording fees
\$ **5,393.09** -- county portion (9.2%) transfer tax
\$ **2,400.00** -- deeds surcharge account

Respectfully Submitted,



Tammy C. Gay, Registrar of Deeds

Washington County Sheriff's Office

Barry Curtis
Sheriff

Michael Crabtree
Chief Deputy

Richard Rolfe
Jail Administrator

Paula Johnson-Rolfe
Office Manager



83 Court Street
Machias, Maine 04654
Telephone: (207) 255-4422
Fax: (207) 255-3641

Date: May 12, 2026

To: County Commissioners

From: Rich Rolfe, JA

Re: Union Seniority

We have completed our hiring process and the three candidates being presented for hire need to listed with the following seniority. Kyle Lund and Hannah Fickett were determined by random draw. Kevin Yankosky completed the process after Lund and Fickett.

This needs to be in the official record when motioning the hires.

#1 Kyle Lund
#2 Hannah Fickett
#3 Kevin Yankosky



Economic Development Services Report

1ST QUARTER 2026: JANUARY 1, 2026 TO MARCH 31, 2026



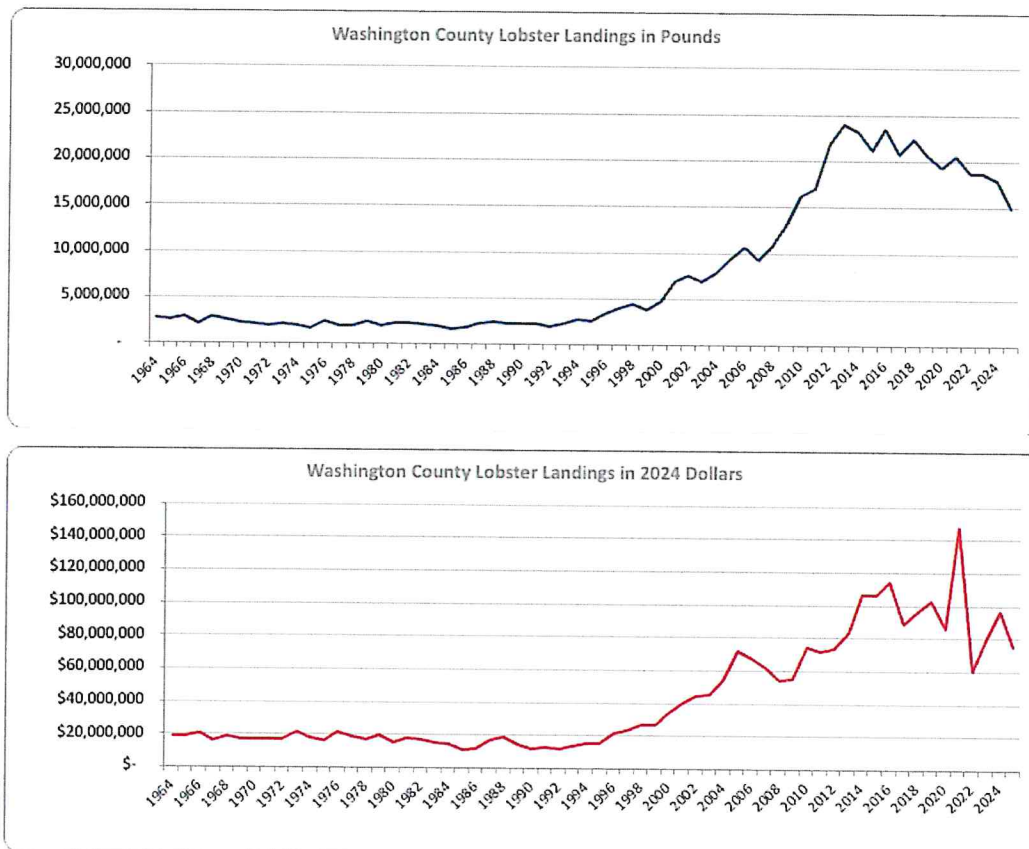
Prepared on May 4, 2026 for Washington County Government
Submitted by Sunrise County Economic Council
Main Office: 7 Ames Way, Machias, ME 04654 | (207) 255-098

INTRODUCTION

Lobster fishing is one of the most important industries in Washington County, supporting roughly 2,000 direct jobs and hundreds more in the businesses that support the industry. Per the Maine Department of Marine Resources, 2025 lobster landings in the county were just under 15 million pounds, about 3 million pounds less than in 2024 and almost 9 million pounds less than the recent peak in 2013. The graph below depicts lobster landings in pounds over the past 60 years. There was a historic boom in the industry from the late 1990s to the mid 2010s. The landings in the past decade have varied from year to year, but the overall trend has been lower.

At this point, it is difficult to point to a single cause, the prevalence of lobster is a factor, but the cost of fuel and bait are important as well as changes in dock price. It is uncertain what part of the decline is due to a decrease in effort over the industry as a whole and what part is due to the abundance of lobsters available to be caught.

The value of the lobster catch in Washington County has followed the general trends in the amount landed, but with much greater changes from year to year as the price of lobster has responded to the shocks of increased global trade, trade disruptions, and the pandemic's impacts on domestic demand. After reaching an inflation-adjusted value of over \$148 million in 2021, the last few years have been erratic with the value of Washington County lobster landings ranging between \$60 million and \$96 million when adjusted for inflation. The value of lobster landings in the county in 2025 was just under \$78 million in nominal dollars. Despite the recent hardships in the industry, it remains a vital part of the Washington County economy and an irreplaceable source of living-wage jobs and business opportunities for the county's residents.



WORKFORCE

Working Communities Challenge

This quarter, the Working Community Challenge convened in person in Calais. The group met with the new CAP agency, Washington Hancock and Aroostook Community Action Program, to explore opportunities for mutual benefit between the two initiatives. The program has been navigating a period of transition as it works to sustain operations without the financial support of the Federal Reserve Bank of Boston.

The Partnership Director has been engaged with the StartUp Downeast redesign team as it advances its programming, contributing fatherhood and Passamaquoddy perspectives to the process.

Family Futures Downeast (FFD)

This quarter, 127 Washington County individuals received whole-family services through the FFD program. Fifty-two parents attended college at WCCC and UMM and worked on career development and self-employment plans with coaches in order to improve the economic futures for their children.

Through the 2Gen programming of FFD, children have been connected to primary care providers, helped access dental care, and received support to improve reading skills. FFD youth who would not have had opportunities to engage in some activities have received support to complete driver's training, attend educational and arts programs, and to help defer the financial impact of youth sports opportunities. By partnering with a number of community organizations and local churches, FFD coaches ensured children were supported during the holidays — many families forgoing “big gifts” and requesting things like diapers, winter coats, and ski pants. FFD distributed 37 pairs of winter boots to children throughout Washington County as part of the holiday effort.

FFD parents also participate in a variety of leadership activities as part of their work in FFD, including attending the John T. Gorman Foundation 2Gen Summit, serving as panelists at the SCEC Economic Summit, and working with state and national partners on initiatives like the Ending Hunger By 2030 committee and serving as a parent representative for Ascend at the Aspen Institute's national work on university and community college student data.

Start Up Downeast

Work has continued this quarter to improve the economic outcomes for fathers and non-custodial parents and their children through a redesign of Start Up Downeast. This quarter, key staff from SCEC, the Community Caring Collaborative, and WCCC participated with parent leaders at the 2Gen Summit to work on the types of career and training programs that would best support fathers who want to contribute to their children's well-being. A final redesign is planned for the spring.

During this time, the current participants continue to work with SUDE coaches to complete college and career programming, and develop small business plans with work at the MaineStreet Business Building. Of 10 participants this quarter, three have active businesses in Washington County, and one parent completed her bachelor's degree at UMM in December.

Scholarships

This quarter there was one Sunrise Scholarship application to support enrollment in a 300-hour Yoga Teacher Training program (online, rolling admission). The total program cost is \$626, with a scholarship request of \$500. The applicant is transitioning from prior full-time employment into self-employment in the wellness field and is currently facilitating workshops, with plans to expand offerings. This advanced certification builds on prior yoga training and will enhance skills in yoga instruction, meditation, holistic wellness, and trauma-informed practices. The training is intended to support sustainable employment while increasing access to wellness services in Washington County.

ENTREPRENEURSHIP

MaineStreet Business Building (MSBB)

This quarter, the MSBB business advising team served 34 active clients across Washington County, delivering 105 hours of comprehensive business support. In addition, the team provided targeted technical assistance to 15 clients focused on business technology and website development.

Our clients reflect the diverse economic fabric of the region, including marine industries such as aquaculture and commercial fishing; hospitality and food service operations (both fixed and mobile); skilled trades including construction, HVAC, mechanical services, and excavation; outdoor recreation and ecotourism ventures; retail businesses spanning clothing, wine, and floral; and early-stage product prototyping and launch initiatives.

Beyond direct client services, our team remained actively engaged with regional partners and collaborative networks working to strengthen the entrepreneurial ecosystem. We continued our involvement with the Maine Sea Grant Program Advisory Committee and advanced our signature Partners in Entrepreneurial Pathways program.

The Gulf of Maine Research Institute (GMRI) joined the MSBB building as a new tenant this quarter, with expanded opportunities for collaboration ahead. The building maintained steady occupancy across office and coworking memberships, with a notable increase in drop-in coworking usage.

The team also led Seascale Demo Day — “Keep Haulin’, Start Growing” — an informal aquaculture outreach event showcasing innovative scallop gear designed for lobstermen. This event created meaningful engagement with the marine community around alternative revenue opportunities, while also providing valuable, direct feedback to key partners including the Maine Aquaculture Association, GMRI, and the Downeast Institute.

Several team members attended the Northeast Aquaculture Conference & Exposition (NACE), which convenes producers, researchers, and industry leaders from across the region to address emerging challenges and share applied research.

In addition, team members participated in the Maine Fishermen’s Forum, a key convening of fishermen, aquaculture producers, scientists, regulators, and industry stakeholders. SCEC’s Coastal Opportunities Advisor was a featured panelist, contributing to a discussion on community resilience, workforce pathways, and economic opportunity in Maine’s fishing communities.

Finally, the MSBB team continued its partnership with Machias Savings Bank and Jobs for Maine’s Graduates (JMG) to support an incubator-style business competition for high school students across Washington County. This initiative includes monthly mentorship sessions and will culminate in a regional pitch competition in Spring 2026.

Partners in Entrepreneurial Pathways

Partners in Entrepreneurial Pathways 2.0 — Beyond the Business Plan kicked off in February and saw a record number of registrations with more than 90 participants, with 34% of participants from Washington County and 98% from Maine. The 11-week, virtual startup accelerator covers the practical application of business strategy and development including market, customer, succession, and ecosystem insights, leading to refreshed business plans and development portfolios.

With 28 individual partners across 21 regional and statewide organizations — including business mentors and advisors, community lenders, economic development professionals, health and wellness collaboratives, entrepreneurs, attorneys, and business educators — the program delivered 22 workshops, panel discussions, and individual business coaching sessions during the course. New partners were added this session, including Cobscook Institute in Trescott and Community Clicks in Cutler, with new topics including “Social Media Marketing for Small Businesses.” The course is accredited at both Washington County Community College and the University of Maine at Machias.

APEX Accelerator

The APEX program at SCEC offers many services to the people of Washington County. The APEX Counselor at SCEC works with businesses in Washington County to sell their goods and services to the government in the form of contracts. Contracts can be with the local, state, or federal government. Government contracting can seem daunting, and the APEX Counselor helps navigate the government purchasing process. Assistance is available for municipalities with registering on SAM.gov or receiving a Unique Entity Identifier.

The APEX Counselor and the rest of the Small Business and Entrepreneurship team have been involved in various outreach events throughout Washington County. These events are designed to meet businesses where they are physically located. Businesses may receive assistance with local contracting opportunities, marketing, and solicitations, as well as one-on-one counseling, assistance with certifications and registrations, bid match services, bid/proposal assistance, and much more. The APEX Counselor recently attended the Sea-Air-Space 2026 Conference in National Harbor, Maryland, where several prime contractors, military personnel, and White House representatives were in attendance.

DownEast Acadia Regional Tourism (DART)

This quarter, the DART team focused on completing the 2026 Region Guidebook, planning the Destination DownEast Tourism Conference, growing social media engagement, launching a new digital map discovery tool, and finalizing a digital advertising campaign with the Miles Partnership.

2026 Region Guidebook. The 2026 Region Guide received a 60,000-copy print run, distributed from Pennsylvania to Houlton, Maine, with extensive placement throughout Washington and Hancock Counties. Designed and developed in-house by the DART Grant Manager and SCEC Director of Business Programs and Communications, this year’s edition features updated written and visual content, trail maps for Acadia National Park and Roosevelt Campobello International Park, and advertising from Visit Bar Harbor, the CAT, Woodlawn Museum, Fort Knox and Penobscot Narrows Observatory, UMaine Machias, and Visit Castine. Additional partnerships with the Downeast National Heritage Area, Maine Coast Heritage Trust, and Downeast Conservation Network resulted in an MDI history feature and a land preserve section. The detailed maps continue to add tremendous value for visitor center staff statewide.

Destination DownEast Tourism Conference. The first annual Destination DownEast Tourism Conference, June 12 at UMaine Machias, is now open for registration at downeastacadia.com.

Digital Trip Planning Tool. A new digital trip planning tool is live at visit.downeastacadia.com. Outdoor-recreation forward, the platform is built for use across interests, markets, and platforms.

Digital Marketing Campaign. A digital marketing co-op campaign with Visit Maine and the Miles Partnership is underway, leaning into our 2026 slogan, “That’s the way we like it,” across four creative executions highlighting the region’s natural beauty and Downeast charm..

Downeast Maine National Heritage Area

During the first quarter of 2026, the primary work of the National Heritage Area planning committee has been to strengthen the collaborations required to advance and sustain the program for the long term. The Management Plan must include specific elements before it will be approved for implementation, including a five-year action plan for program implementation. Four subcommittees have each met monthly with our National Park Service Rivers, Trails, and Conservation Assistance team to strategically plan for the first five years of the program.

Public engagement is a critical component of the management plan. SCEC staff continued individual and small-group outreach with local partners and our regional National Park Service partners and has begun to develop outreach tools for the planning team to use as they connect with the public and engage them in program development. SCEC staff developed an independent website for the Downeast Maine NHA to keep community members and partners informed and to provide opportunities to engage with the planning process.

The March 2026 NHA planning team meeting featured a conversation with the NHA program director from the Maritime Washington National Heritage Area. They shared tips and lessons learned from their own recently completed management planning process and described their program rollout and leadership structure.

INFRASTRUCTURE

This quarter, the Upper Machias Bay Master Plan was finalized. After 14 months of diligent work, the project Leadership Committee developed more than 30 draft recommendations and held a public meeting in March to share the recommendations and receive feedback. Recommendations cover public engagement, downtown flooding and stormwater, the capped Machias landfill, wastewater, emergency management and planning, and the Machias Dike replacement. The final report draft has been completed and will be presented at an event for public officials and the press on May 4. The final recommendations are posted on the project website, and the final report will be posted shortly (<https://sunrisecounty.org/machiasbay/>).

Sustainable Prosperity staff have been collaborating over the past year with several partners led by Green and White Hope, a new nonprofit organization aimed at promoting safety in the fishing industry, to develop a Community Orchestration Guide to help communities plan to respond effectively to commercial fishing emergencies such as a missing vessel, a person overboard, or a capsized boat. This work is part of a larger collaborative initiative to reduce marine casualties spurred by a spate of recent deaths in the fishery. The guide is now complete and is available on the Green and White Hope website at <https://www.greenwhitehope.org/services-7>. The guide was presented in a well-attended session at the Maine Fishermen’s Forum and in a presentation by the Shellfish Advisory Council for Shellfish Focus Day, and audiences were eager and receptive.

ETIPP — Energy Technology Innovation Partnership Project

SCEC staff continue to address the community and economic impact of power outages in Washington County through the ETIPP program with support from the Island Institute and the National Laboratory of the Rockies (NLR), in partnership with Versant Power. NLR staff completed a draft of the Strategic Energy Plan (SEP) that emphasizes empowering residents and town leadership to understand and participate in mitigating outages and increasing public safety and disaster preparedness.

During the first quarter of 2026, SCEC partnered with the College of the Atlantic (COA) “communicating science” students to create educational fact sheets for public and municipal use. SCEC worked with the students to design fact sheets that communicated the different safety and preparedness concepts to three different audiences - youth, adult community members, and municipal leaders. These students created four fact sheets, which SCEC will print and distribute at municipal offices and any other appropriate public spaces.

Loans & Grants

In the first quarter, the loan program generated steady early-stage activity, receiving six new loan applications and successfully closing one \$10,000 loan to support a local lobster fisherman. While overall deal volume remains modest, the pipeline reflects continued demand for flexible, community-based financing solutions, particularly among small businesses navigating ongoing economic uncertainty. Looking ahead, early indicators suggest a robust second quarter, with several organizations expressing interest in financing capital improvements and major equipment purchases.

During this period, outreach efforts included direct engagement with business owners across the fishing, retail, earthworks, and nonprofit sectors. These interactions underscored a consistent theme of resilience, with entrepreneurs actively adapting to inflationary pressures, supply chain challenges, and shifting market conditions. These conversations are contributing to a stronger underwriting pipeline and helping to identify opportunities where targeted capital can have the greatest impact.

In addition to lending activity, program staff continued to support broader economic development initiatives through work with the Washington County TIF Committee. Notably, in the first quarter, staff facilitated the one-time transfer of funds to the Coastal Washington County Institute of Technology, fulfilling a key commitment under the Downeast Wind Community Benefit Agreement. This milestone advances the development of a new technical institute in Columbia, Maine, representing a strategic investment in workforce development and long-term regional economic resilience.

Broadband

Maine Connectivity Authority (MCA) received approval from the National Telecommunications and Information Administration (NTIA) for the State Broadband Equity, Access, and Deployment (BEAD) plan to connect 22,000 unserved and underserved locations across the state. To see the qualified locations, please visit maineconnectivity.org/bead.

MCA has released a Request for Information (RFI) for the operations, maintenance, and commercialization of the 530-mile Maine Online Optical Statewide Enabling Network (MOOSE Net), which covers the entire expanse of Route 9 that remains largely unserved.

Housing

The Workforce Housing Program Manager and the Community Development team have begun a comprehensive study of the housing landscape in nine municipalities. This includes analyzing existing housing stock, municipal

infrastructure, available land for development, and attainable workforce housing options under the Maine Housing Opportunity Program (HOP). The findings are being entered into a GIS database to create an interactive dashboard that will provide relevant information to municipalities, housing developers, and investors.

A countywide employer survey is also underway to understand how housing affordability affects employers' ability to recruit and retain workers.

SCEC will host the "Washington County Housing Summit: Strategies to Solutions" on May 21 at the University of Maine at Machias. Breakout sessions will address topics such as hidden homelessness, barriers to housing turnover, and successful strategies for creating accessible housing for middle-income earners. The summit will highlight practical tools and strategies to advance housing solutions across the region.

Municipal Assistance & Outreach

SCEC continued comprehensive planning work with Cutler as the town moves toward state review and is actively working with three additional communities on their comprehensive plan updates, including chapter development, data collection, mapping, and committee support.

SCEC has sent six editions of "Municipal Matters," formerly News for Communities, to every municipal office and to other individuals in Washington County this quarter. These emails include information about training, grant opportunities, technical assistance, and other items that can be helpful to towns and cities. Anyone is welcome to sign up to receive these emails.

SCEC's Brownfields coordinator completed a six-month national Nonprofit Land Reuse Learning Cohort that began in October. This program is designed to help nonprofits and community organizations effectively lead brownfield site reuse projects, with a strong focus on community-centered engagement. Through program participation, SCEC maintains access to tools and resources that would otherwise not be available to Washington County, Maine.

SCEC continues to provide staffing and fiscal services to the Washington County Council of Governments Board. The Maine Planning Assistance Program subcontract through the Hancock County Planning Commission has come through with funding from the general MPAP program as well as coastal funding through NOAA.

Staff participation in support of communities includes:

- Moving Maine Network (bike/ped infrastructure development)
- Calais Branch Rail Use Advisory Council
- Maine Community Development Association
- Maine Association of Regional Councils
- Municipal Planning Assistance Program
- Maine Association of Planners
- Maine Municipal Association

With assistance from its Brownfields Committee, SCEC is continuing work with its Qualified Environmental Professional (QEP) to update the list of possible brownfields sites in Washington County.

SCEC has submitted the Site-Specific Quality Assurance Project Plan (SSQAPP) for the Princeton Rec Center mentioned in the last report. This is the proposed scope of work for hazardous building materials assessment activities at each site.

Phase II site visits and Hazardous Building Material Surveys are scheduled for Jonesport and Princeton the first week in April.

SCEC continues to assist municipalities in securing project funding and with implementing projects funded by various grant sources. Current projects include but are not limited to:

- Whiting Mill Pond Dam and Fish Passage project: work is anticipated to begin April 2026
- Jonesport Working Waterfront
- Beals Town Landing
- Machias recreation area and trails
- Calais trails
- Pembroke Fire Department
- Dennysville recreation area

Rural Energy for America Program

The REAP program has been put on hold to comply with Executive Order 14315. USDA will announce a new Notice of Funding Opportunity when new regulations are in place.

Community Resilience Partnership

CRP Regional Coordinator

The coordinator has brought in more than \$191,000 to Washington County communities this quarter for resilience work.

Four training programs are under development focused on erosion management in response to sea level rise and increasingly intense rain events.

The coordinator aided three towns in the submission of four grant requests totaling more than \$894,574. This included submitting a Coastal Communities Grant for Roque Bluffs and Jonesport to address coastal erosion. The coordinator wrote a CDS request for Roque Bluffs to expand its town landing as well. Further, the coordinator wrote an AARP Challenge Grant for Cherryfield and a T-Mobile Hometown Grant for Machias for improving bike/ped infrastructure. Finally, the coordinator assisted Calais in developing and submitting a U.S. Department of Transportation Better Utilizing Investments to Leverage Development (BUILD) Grant aimed at connecting the end of the extending Downeast Sunrise Trail to downtown Calais.

CRP Service Provider

Through its Fall 2024 Service Provider grant, SCEC has fully enrolled Calais, Machiasport, East Machias, and Pembroke in the Community Resilience Partnership. The Calais community action grant (CAG) application was awarded, but Machiasport was not. East Machias and Pembroke CAGs will be submitted in the 2026 round.

SCEC continues working on the additional 2024 Service Provider grant to assist with community vulnerability assessments for five communities (Machias, Machiasport, Roque Bluffs, Cutler, and East Machias). Staff have met with all communities and mapping is progressing. Once the assessments are complete, staff will assist each community with submission of a community action grant to support resilience measures.

CDBG/NBRC Technical Assistance

- Participated on a statewide committee offering an online “Master Class” series on housing. The final class took place on January 14. Recordings and materials for each session can be found at mainecda.org/training-events/.
- Participated in the Sunrise Trail initiative.
- Staff training on the CDBG program.

- Participating on the Maine Community Development Association Board (MCDA), the CDBG Advisory Group.
- Met with communities to discuss CDBG opportunities.
- General community development activities.
- Potential public infrastructure grant opportunity this year.
- Updated business advisor on microenterprise grants and information for a local business.
- Met with DEIN facilitators and the Roux Institute to discuss possible municipal leadership training and innovation opportunities.
- Public Service Grant letter of intent for a nonprofit expanding into Washington County.
- Staff assisted with NBRC Catalyst spring pre-applications for the City of Calais, Green & White Hope, and the University of Maine at Machias. Calais was invited to submit a full application; the other two were not at this time.

SCEC provides LDD services (Catalyst program technical assistance) to the following organizations:

- Beth Wright Cancer Center
- DownEast Institute
- Cherryfield Town Square
- GrowSmart Maine
- Island Institute
- Town of Beals
- Danforth Water District
- Town of Jonesport

Maine DOT Regional Planning Services

SCEC staff provided the following regional planning services to Washington County communities during January, February, and March 2026:

- Scoping a BUILD application with the Eastport Port Authority.
- Attended an Infrastructure Adaptation Fund training program and began assisting towns with applications (including Cherryfield).
- Information mapping and data gathering for the MaineDOT Vulnerability Grant.
- Assistance to the City of Calais with a Village Partnership Improvement project and scoping the extension of the Downeast Sunrise Trail.
- Scenic Byway infrastructure planning with the gateway communities of Calais and Cherryfield.
- Planning for in-town bike/ped trail interconnections with the Town of Machias.
- Planning for expansion and repairs of the Downeast Sunrise Trail, amenity improvements at Coalition campsites, making village connections, and scoping grant funds.
- Comprehensive planning with the Town of Cutler.

ORGANIZATIONS AND INITIATIVES

SCEC is able to undertake its work in collaboration with the following current active partners: Aroostook Mental Health Center, Coastal Enterprises Inc, College of the Atlantic, Cooperative Development Institute, Community Caring Collaborative, C.O.R.E, DownEast Acadia Regional Tourism, Downeast Institute, Downeast Public Health Council, Downeast Salmon Federation, Eastern Maine Development Corporation, Eastern Maine Electric Cooperative, Greater East Grand Economic Counsel, GrowSmart Maine, Healthy Acadia, Hancock County Planning Commission, Island Institute, Machias Savings Bank, Maine Center for Coastal Fisheries, Maine Coast Heritage Trust, Maine Community Foundation, Maine Development Foundation, Maine Office of Community Development, Maine APEX, Maine Seacoast Mission, Maine Sea Grant, Maine Small Business Development Center, Mano en Mano, Manomet, National Digital Equity Center, Northeastern Workforce Development Board, Northern Border Regional Commission, Northern Maine Development Commission, Northern Forest Center, State of Maine, University of Maine at Machias, Wabanaki Aspirations, Washington County Adult and Community Education, Washington County Community College, Washington County Development Authority, and Washington County Government.

The activities in this report are a broad representation of economic development services provided by SCEC on the County's behalf over the past quarter. It is not representative of all on-going projects, programs, and initiatives previously reported on. This report does not include confidential and/or proprietary information related to work with specific businesses or development projects. SCEC is available to discuss specifics in Executive Session at the discretion of the County Commissioners.

Respectfully submitted by:



Charles J. Rudelitch, Esq.
Executive Director

Recommendations for Buildings and Grounds Maintenance and Service Agreements 2026

New Sheriff's Building

Fire Alarms annual testing	Minuteman	\$1,340.04 (new and completed)
Annual elevator fire alarm test	Pine State	\$784.00 (new and completed)
Annual Elevator Service agreement	Pine State	\$1,160.00 (new)
Sprinkler testing and inspection	Maine Fire Protection	\$675.00 (new)

The County received 2 quotes from Vendors for elevator maintenance agreement for the Sheriff's Building.

Pine State Elevator: **\$1,160** per year (4 inspections)

KONE: \$3,960.00 per year

Sprinkler testing:

Maine Fire Protection **\$675** per year (already does the State side)

Encore: \$1,060 per year

Recommendation:

To approve the new service agreement contacts with Pine State elevator and Sprinkler testing and inspection with Maine Fire Protection and charge to the 606-4610 Building/Structure and Maintenance line item.

For FY2027 budget purposes, it will be recommended to create a new line for all Service Maintenance agreements: Sprinkler testing and monitoring, fire alarm testing, elevator maintenance and annual inspections.

Existing and future upcoming expense

Jail/Old Sheriff's building	Vendor	Amount per year
Fire Alarms annual testing: (includes RCC and County office)	Minuteman	\$1,550 (existing)
Elevator (maintenance and service) <i>billed monthly</i>	Pine State	\$3,147.72 (existing)

District Attorney office building (September 2026)

Sprinkler monitoring system installation	Seacoast Security	\$3,474.40 (one time)
Sprinkler testing and inspection	Maine Fire Protection	\$535.00 (new)

*Other costs associated with elevators are the annual inspections and licensing performed by the State of Maine, charged to the County. There are 7 elevators. The County has 2 and the State has 5. Currently the MOU with the State is 75% and County 25% on the 5 elevators. The other 2, which are in the Jail and New Sheriff's building, are 100% County owned and operated.

2026 Buildings and Grounds budget:	Budget	Remaining as of 4/30/2026
606-4610 Building/Structure Maint.	\$17,250	\$16,371.44

