

May 19, 2022

**Minutes of the Washington County Commissioners'  
Regular Meeting  
held May 19, 2022  
in the Probate Courtroom  
Machias, Maine**

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**Attending the meeting were:  
Commissioner Christopher M. Gardner  
Commissioner John Crowley, Sr.  
Betsy Fitzgerald, County Manager  
Carla Manchester, Administrative Assistant  
Tammy C. Gay, Deeds  
Paula Johnson-Rolfe, WCSO  
Barry Curtis, Sheriff  
Michael Crabtree, Chief Deputy  
Rich Rolfe, Jail Administrator  
Robert Simpson, Whiting  
Carlene Holmes, Probate  
Lisa M. Hanscom, EMA**

**Commissioner Vinton Cassidy was not present**

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Executive Department business was called to order at 5:10 p.m.

**Approval of the minutes for the Regular Commissioners' meeting held on April 14, 2022. (Crowley / Gardner, 2-0)**

**AGENDA ITEM: Monthly and Quarterly Reports**

The Commissioners was provided a written report from the Treasurer's Office and Sunrise County Economic Council. The reports were accepted under the gavel.

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

The Commissioners signed the six-month certificate for Carlen Jay as presented.

**AGENDA ITEM: Payroll Change Notices**

**\*MOTION\* Commissioner Crowley moved to hire Kaden Small as part-time U.T Public Works Crew effective 05/19/22.  
(Crowley / Gardner, 2-0)**

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**\*MOTION\* Commissioner Crowley moved to hire Sabre Phelps as part-time U.T Public Works Crew effective 05/19/22.  
(Crowley / Gardner, 2-0)**

All standard part-time provisions apply to the employment of Kaden Small and Sabre Phelps.

**AGENDA ITEM: Approval for Probate to Charge a Flat Fee for Notices**

Register of Probate Carlene Holmes requested the Commissioners to approve the Probate Office to change their policy of notice charges. Carlene stated the Commissioners must approve such a change per statute. Carlene explained that currently the Probate Office has fees for each individual notice that is sent out. Carlene state she has checked with other Probate Offices. There are five Probate Offices that charge a flat fee that would include charges for service copies, notices and postage. Commissioner Gardner stated that due to the heavy work load the Probate Office has and for the interest of expedition, he recommends the Board of Commissioners approve the request.

**\*MOTION\* Commissioner Crowley moved to approve the request for the Probate Office to change the fees to a flat fee rate.  
(Crowley / Gardner, 2-0)**

**AGENDA ITEM: Building Committee Update**

County Manager Betsy Fitzgerald stated the Building Committee interviewed three different design firms. Betsy reported that Port City Architecture's fees were significantly higher than the other two proposals, but the Building Committee is interested in working with Port City. Betsy stated she contacted Port City Architecture and asked them to sharpen their pencil. The final proposed fee for a new public safety feasibility study by Port City Architecture is \$29,280. Commissioner Crowley asked if Port City is a local firm. Betsy replied Port City is located in Portland but the firm works with Haley Ward of Machias. Chief Crabtree noted if the County has to go out to bond for the funds needed above and beyond the ARPA funds, Port City will help facilitate that process. Paula Johnson-Rolfe noted the total cost to construct a safety building is double what the County has received for ARPA funds. Commissioner Gardner stated \$29,280 should be spend to help determine if it is feasible for the County to

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construct a public safety building. Paula Johnson-Rolfe added it will also help determine what can be built if the proposed plans are not

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possible. Commissioner Crowley stated that due to rapid inflation, the cost must be a projection.

**\*MOTION\* Commissioner Crowley moved to accept the proposal of \$29,280 by Port City Architecture and move forward with the safety building plans. (Crowley / Gardner, 2-0)**

**AGENDA ITEM: Commissioners' Issues**

Commissioner Gardner gave an update on State Police coverage that MCCA continues to discuss at the MCCA meeting. Commissioner Gardner stated it was suggested the Maine Sheriff's Association must take the lead. Chief Deputy Crabtree stated he was informed during meetings with Troop Commanders that the State Police are down 50 troopers. Chief Deputy Crabtree stated the troops are being combined and are not hiring on any more troopers. Commissioner Gardner reported there are at least 8-10 budgeted state trooper positions that are unfilled. Commissioner Gardner stated Sheriff Dale Lancaster has suggested the issue needs to be legislated to change the law for highway funding. Commissioner Gardner stated the proposal will be to have counties receive the funding to cover patrol coverage costs. Chief Deputy Crabtree noted it is too early to tell how this might be implemented. Chief Deputy Crabtree agreed the Sheriff's Association must take the lead.

**ADJOURNMENT**

5:36 p.m.

**ATTEST:**

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Carla J.R. Manchester, Admin. Asst.

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