

*Sagadahoc County Commissioners
Meeting Minutes
May 11, 2021*

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 p.m. on Tuesday, May 11, 2021 via Zoom remote conferencing.

Present: Commissioners Charles Crosby III, Brian Hobart and Carol Grose; Administrator Pamela Hile; Sheriff Joel Merry; Interim Communications Director Mike Carter; Facilities Manager Aaron Hanscom; Eric Dube; Bill Post.

Chair Crosby called the meeting to order at 3:02 p.m. and established the presence of a quorum.

There were no public comments.

I. CONSENT AGENDA

The Administrator advised that the minutes from April's meeting were not included.

1. April Financial Statements
2. Warrants
3. Departmental Reports (Written)
4. Upcoming Meeting(s)
 - a.) Regular Meeting at 3:00 p.m. on Tuesday, June 8, 2021
 - b.) Meeting at 5:00 on Tuesday, June 22, 2021 (IF NEEDED)

Upon motion by Commissioner Hobart and second by Commissioner Grose, the consent agenda was unanimously approved as presented.
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II. DEPARTMENT REPORTS

1. Roof Project – Eric Dube

The Administrator advised that the project engineer was present to discuss options regarding bidding the roof project at this time. Mr. Dube advised that the combination of rising material costs and the scarcity of contractors might result in bids that were higher than previously estimated. In response to questions from the Commissioners, he advised that the roof could structurally withstand a delay without damage to any of the paper files stored in the attic; however, there was always the possibility of continued/new leaks in the DA's department. The Administrator also noted the interest rates for the lease/purchase loan might not remain as low next year, and that part of those funds were also earmarked for the generator replacement project. Commissioner Crosby expressed his feeling that the County would be better served by waiting a year or two and then going out to bid. Commissioner Hobart noted that the project could always be rebid if the costs were too high and that, since most of the cost was in labor rather than materials, the County should go to bid now. Mr. Dube advised that the cost to rebid would be \$3,000-\$6,000. Commissioner Grose concurred with Commissioner Hobart, stating that the project has already been delayed too long.

Upon motion by Commissioner Hobart and second by Commissioner Grose, the Board voted unanimously to proceed with going to bid on the roof project.
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2. Sheriff's Department/Jails – Joel Merry

Sheriff Merry advised that activity had been fairly quiet in April, although they have restarted the safety grant traffic stops and were being much more proactive in enforcement. He also noted that Brian Carlton had been promoted to CID. The Sheriff then discussed an recent outbreak of Covid 19 at Two Bridges Jail, noting that the jail was in lockdown until the end of the month. Thirty-two individuals, including four staff members, tested positive. A discussion followed on the vaccination and testing protocols in place at the facility, with the Sheriff explaining that all new inmates were tested and isolated before moving into the general population.

III. BUSINESS ITEMS

1. Resolution 2021-1: Inclusion of Communications Department Employees in MePERS Special Plan 2C

The Administrator presented the following summary: As you are aware, the recently approved CBA with the Communications Union allows their inclusion in MePERS special plan 2C. Resolution 2021-1 formally authorizes this change, as required by MePERS. Staff recommends that both the Director and Deputy Director also be included in this plan, as anyone recruited for these positions in the future will almost assuredly have a dispatching background and would expect to be able to continue in the 2C plan.

The Commissioners discussed the cost associated with providing this to the two non-union employees, ultimately recognizing the need to encourage future applicants for the Director and Deputy Director position.

Upon **motion** by Commissioner Hobart and second by Commissioner Crosby, the Board voted unanimously to **approve Resolution 2021-1 and to include all Communications Department employees in the 2C plan.**

2. Letter of Engagement with RKO for 2021 Audit

The Administrator referenced a letter of agreement with RKO to perform the County's FY 2020-21 audit. As discussed during the audit process, the cost is not to exceed \$17,750. This is an increase of \$1,500 from the current year, due primarily to increased costs associated with new GASBE standards and increased personnel costs for RKO's staff. It is respectfully requested that the Commissioners authorize Chair Crosby and Administrator Hile to execute this document on behalf of the County.

Upon **motion** Commissioner Hobart and second by Commissioner Grose, the Board voted unanimously to **authorize Chair Crosby and Administrator Hile to execute a letter of agreement with RKO for the FY 2020-21 audit on behalf of the County.**

3. Appointment of Incoming Administrator to MCEDD Executive Committee

Upon motion by Commissioner Hobart and second by Commissioner Grose, the Commissioners voted unanimously to **appoint incoming Administrator William Post as the County's representative on the MCEDD executive committee, effective June 14, 2021.**

4. Appointment of Incoming County Administrator to TBRJ Board

Upon **motion** by Commissioner Hobart and second by Commissioner Grose, the Commissioners voted unanimously to **appoint incoming Administrator William Post as an alternate member of the Two Bridges Regional Jail Authority Board effective June 14, 2021.**

5. Appointment of Incoming Administrator as MCCA/Risk Pool Proxy

Upon **motion** by Commissioner Hobart and second by Commissioner Grose, the Commissioners voted unanimously to **appoint incoming Administrator William Post as Commissioner Hobart's proxy on MCCA and the Risk Pool, effective June 14, 2021.**

6. Other

The Administrator requested that 1.) the extension of Covid-19 sick leave benefits, and 2.) the acceptance of the first ARP payment, be discussed.

Upon **motion** by Commissioner Hobart and second by Commissioner Grose **these matters were added to the agenda.**

The Administrator advised that the provisions of the previously extended Covid Response Act, which provided two weeks of emergency paid sick leave, had expired. After discussion the Commissioners agreed that those who had wished to get vaccinations would have done so by now, and did not feel it appropriate to extend this further. The Administrator then asked if they wished to extend the two-day emergency sick leave for recovery from the side effects of the vaccine.

Upon **motion** by Commissioner Hobart and second by Commissioner Grose, the Board voted unanimously to extend the two-day sick leave period for recovery from the side effects of the vaccine through July 1, 2021.

The Administrator advised that Treasury had opened the "Portals" through which Counties could receive their first payment of the American Recovery Plan Act funds. She noted that we had set up a separate bank account for this money, and were ready to submit a request for payment. Commissioner Crosby expressed his concern that we were not certain if we could find eligible projects and questioned the appropriateness of accepting the money under this circumstance. Commissioner Hobart noted that unused funds could always be returned; however, Commissioner Crosby was not comfortable with moving forward. The Commissioners will hold off accepting money from the ARP until the Administrator can provide additional information as to how other Counties were handling this.

VI. COMMISSIONERS COMMENTS/ANNOUNCEMENTS

1. Workforce Investment – Commissioner Crosby. No report.
2. MCCA – Commissioner Hobart. A great deal of time has been spent reviewing upcoming legislation and the Association's testimony.

Upon **motion** by Commissioner Hobart and second by Commissioner Grose, **the meeting was adjourned by unanimous acclamation at 4:09 p.m.**

Respectfully submitted,

Pamela A. Hile, County Administrator

May 11, 2021