

Sagadahoc County Board of Commissioners

***Meeting Minutes***  
**March 19, 2014**

Present: County of Sagadahoc Commissioners

Mr. Max Dawson, Chair

Mr. Charles Crosby, III, Vice Chair

Ms. Carol Grose

Pamela Hile, County Administrator

A special meeting of the Sagadahoc County Commissioners was held on Wednesday, March 19, 2014, in the County Commissioners' Meeting Room, 752 High Street, Bath, Maine 04530. Chair Dawson called the meeting to order at 5:06 p.m. and established the presence of a quorum.

1. Discussion of FY 2014-15 Proposed Budget

The Commissioners began with a discussion of the high cost of health care and the need to find a way to reduce these costs. The Administrator was instructed to present options for health care insurance, including plans and incentives, in conjunction with next year's budget preparation.

Commissioner Crosby observed that employees should not come to expect 2-3% raises in the future as a matter of course. Each year will be determined individually on the basis of fund availability and the overall economic climate.

The Commissioners reviewed gas reimbursement rates, noting that many other localities reimburse at the state rate rather than the federal rate. It was also pointed out that the Administrator needed to assume a stronger role in directing the use of the County vehicle by staff.

Upon **MOTION** by Chair Dawson and second by Commissioner Gross, **the Board voted unanimously to change the mileage reimbursement rate from the federal rate of 0.56/mile to the state rate of 0.44/mile.**

The Commissioners also requested that the Administrator bring this new policy to the attention of the Budget Advisory Committee.

Chair Dawson raised the issue of the need to have the civil office open as much as is currently the practice. His feeling was that one day per week could be cut without a decline in the service provided. After further discussion, the Board unanimously agreed that the Civil Department budget should be flat funded in FY 2014-15.

2. County Web Site

Commissioner Crosby expressed great displeasure at the lack of attention given to keeping the web site updated. He noted numerous items that were either incorrect or missing, and stated that this must be a priority in the future. He also suggested that staff investigate

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finding someone to design a simpler, more user-friendly site at no cost to the County. Possible options for this would include contacting Mt. Ararat and Morse High Schools and seeing if any seniors needing a capstone project would be willing to work on this. Bowdoin College may be another possible source of assistance.

3. Invitation to County Extension's Annual Meeting

The Administrator referenced an invitation to attend the annual meeting of the Androscoggin/Sagadahoc Counties Extension Service, requesting an RSVP by March 21, 2014.

4. Communications Department Vacancies

The Administrator advised that the Communications Director recently received a resignation from one of his dispatchers due to conflicts between her schedule and family obligations. He also advised he was expecting a second vacancy in the near future.

Upon **MOTION** by Chair Dawson and second by Commissioner Grose, the Board unanimously voted to **authorize staff to begin the hiring process for the vacant dispatcher position(s).**

4. Communications Server Security Issues

The Administrator noted that questions had been raised during the recent budget work session concerning the advisability of replacing the communications server during this fiscal year rather than waiting until FY 2014-15 in order to ensure that it continues to be capable of supporting the system software. The total cost for the new server is \$5,481 plus shipping, and a total of \$5,000 has already been set aside for this project in a capital reserve account. If the Commissioners' were to appropriate the \$5,000 from the reserve fund, the remainder could be absorbed within the current Communications Department budget.

Upon **MOTION** by Commissioner Crosby and second by Commissioner Dawson, the Board voted unanimously to **appropriate \$5,000** from the designated reserve account.

5. Executive Session

Upon **MOTION** by Chair Dawson and second by Commissioner Grose, the **Board entered into Executive Session at 5:49 p.m. pursuant to Title 1, Chapter 13, Section 405, 6. A. of the M.R.S.A., for the purpose of discussing personnel issues.**

The Commissioners left executive session at 6:43 p.m.

Upon **MOTION** by Commissioner Crosby and second by Commissioner Grose, the meeting was **adjourned by unanimous acclamation at 6:43 p.m.**

Respectfully, submitted,

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Pamela A. Hile, County Administrator

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