

Sagadahoc County
Commissioners' Meeting Minutes
Thursday, December 18, 2015

A special meeting of the Sagadahoc County Commissioners was held at 11:00 a.m. on Thursday, December 17, 2015, in the County Commissioners' Meeting Room, 752 High Street, Bath, Maine 04530.

Present: Commissioners Charles Crosby, III, Chair; Carol Grose, Vice Chair; Max Dawson.
Staff: County Administrator Pamela Hile; Chief Deputy Brett Strout, Deeds Registrar Lynn Moore.

Public: Robert Shultz

Chair Crosby called the meeting to order at 11:02 and established the presence of a quorum.

Business

1. Request to Remove Trees from County Property

The Administrator advised she had spoken with Attorney Phil Saucier (Bernstein Shur), who advised that a fairly straightforward property agreement would be needed between Mr. Shultz and the County to enable him to remove trees and replace them with a hedgerow. The estimated legal cost for such an agreement would be \$500+/- . Attorney Saucier also confirmed that, while it is the County's prerogative to select the attorney to do this work, the property owner should pay all associated costs. Statutorily, public funds cannot be used for private purposes. The Administrator further reported that Mr. Shultz proposes to plant a hedge of approximately twenty-five emerald arborvitae, spaced three feet apart, which will grow to an approximate height of fifteen feet. The initial height of the shrubs will be four feet. The Commissioners and Mr. Shultz then reviewed the terms of the agreement, which would include maintenance of the hedge by Mr. Shultz as long as he owns the property; the County's guarantee not to remove the hedge during that time; payment of all associated costs by Mr. Shultz; and the need to name the County as an additional insured on the certificates of insurance of those contractors who will be doing the work. Commissioner Dawson suggested that a local attorney might be able to prepare the agreement less expensively. The Administrator will make some inquiries.

2. Authorization to Continue Part-Time Temporary Deeds Preservation Employee

The Administrator noted that for the past two years, the Commissioners have authorized the Deeds Department to hire a part-time, temporary employee to continue the scanning project. The position is for twenty hours per week at \$11.50/hr. and it authorized for a period of one year. All associated costs are being paid with preservation funds. There is currently approximately \$100,775, less \$49,000 for the scanning contract = \$51,775 in this account. It is anticipated that payroll costs for the position will be approximately \$13,000, and revenues will equal roughly \$19,000, which will leave a year-end balance in 2016 of ~\$57,775.

Registrar Moore advised that excellent progress had been made during the past months, and requested that the Board approve continuing the position for another twelve month period,

which will commence on January 6, 2016. This will enable them to continue to scan the books for which we do not have the originals on-site back to the point that the contract scanning ends.

Upon **motion** by Commissioner Dawson and second by Chair Crosby, **the request to continue this through January 6, 2017 was approved unanimously.**

3. Revised Cost for Purchase of Cruisers

Chief Deputy Strout advised that there was an error on the spreadsheet provided at the last meeting concerning the cost of the two cruisers to be purchased. The \$47,724 after trade-in bid from Quirk was not for the 2016 Ford SUVs, but rather for a Ford Taurus sedan. The bid actually should be awarded to Wiscasset Ford for two (2) 2016 Ford SUVs @ \$50,340 after trade-in.

The Commissioners expressed concern that only one vendor bid on the SUV while everyone else bid on a sedan. They concurred that the bid specs should be revised to specifically identify an SUV and that RFPs be resolicited. This item will be brought back at the January Commissioners' meeting.

4. Other

a.) The Administrator advised that a request to pay for its annual Spillman maintenance contract will be forthcoming from the Town of Richmond. Currently, they are the only locality for whom the County does not pay this cost.

b.) The Administrator advised that the Communications Department surveys for the County's fire departments will be ready for review no later than December 29th. The Commissioners briefly discussed the format, noting that it should focus on determining which items are currently the most important.

c.) Commissioner Dawson suggested that the Administrator look into the possibility of installing solar panels on the mansard roof of the courthouse. The first step would be to determine if there are any grants available to fund such a project.

Adjournment

Upon **motion** by Commissioner Dawson and second by Vice Chair Grose, the meeting was **adjourned by unanimous acclamation** at 11:37 a.m.

Respectfully submitted,

Pamela A. Hile, County Administrator

December 17, 2015