**Minutes**

**PRESENT:** Commissioner Brann, Commissioner Harvell, Commissioner Barker

Meeting held by Zoom

**Franklin County Commissioners Meeting**

**December 21, 2021 Minutes**

Meeting was called to order by Commissioner Brann at 3:15 PM

Pledge of Allegiance

**Audience:**  Vickie Braley, Pamela Prodan, Andy Robinson, John Donald, Susan Pratt, Heidi Jordan, Diane Dunham, Amanda Simoneau, Michelle St.Clair, Tim Hardy, Tiffany Baker

**APPOINTMENTS:**

**3:15 PM-Executive Session 1 MRSA 405 (6) (E): Consultation with Legal Council:**

**Motion to enter at 3:18pm: Lance/Clyde (3/0) Exited at: 4:18pm, No action taken.**

**NEW BUSINESS:**

1. **Clerk’s Report:** Minutes for approval from December 7, 2021. **Motion to approve: (Clyde/Lance) (3/0)**
2. **Treasurer Report:** Warrants include: 1 County, 1 UT, 1 TIF, and 2 Payroll, also 1 EFT. Bank reconciliations for November 2021 available are: Bangor Savings (county), Bangor Savings (TIF), and Skowhegan Savings (UT).

**Report approved: (Lance/Clyde) (3/0)**

1. **Andy Robinson, Trial Assistant Position:** Andy would like to make an offer for the anticipated open position of Trial Assistant at $19.00 per hour. (Did not disclose the name as this person has not accepted anything yet.)

**Motion to approve: (Lance/Clyde) (3/0)**

1. **Corrections Department-approval of Full-time officer:** John Donald presented John Coleman formerly from Somerset County Corrections as a full-time hire. The County will likely have a buy out for John Coleman**.**

**Motion to Approve: (Lance/Clyde) (3/0)**

1. **ARPA process and application discussion:** Changes were made to the ARPA process including #2 Review, seek and categorize requests to January 31, 2022 and #3 Secondary round of proposal review to June 2023. The draft process and application have been approved for ARPA.

**Motion to approve: (Lance/Clyde) (3/0)**

**Time Clock Plus: Motion to approve the purchase of hardware/software in the amount of $13,494.44 under ARPA: (Lance/Clyde) (3/0)**

**IT upgrade to system software OS for Windows: Motion to approve the purchase in the amount of $70,870 under ARPA: (Lance/Clyde) (3/0)**

**Cameras for Zoom hearings: Portable cart with screen and camera to use for remote court and other county needs, cost $5329.00: Motion to approve the purchase in the amount of $5,329.00 under ARPA: (Lance/Clyde) (3/0)**

**Hybrid vehicles previously purchased in June/July for the Sheriff’s dept. is covered under ARPA. $37,896.00 spent. Motion to approve the previous purchase under ARPA: (Lance/Clyde) (3/0)**

**Digital signage for the Courthouse:** Terry Brann would like Tiffany Baker to verify we can have a digital sign being this is a historical site, then if allowed, proceed with quote. **Motion to approve gathering quotes provided we have verified the County is permitted to erect a digital sign: (Lance/Clyde) (3/0)**

1. **Probate Court Discussion:** Commission is looking at Probate system. Recommend Probate judges become part of the judicial system. The Commissioners would like a letter sent (drafted by the office) to the Commission.

**Motion to approve the draft of a letter: (Lance/Clyde) (3/0)**

1. **Probate Surcharge bank account, approval of Board Resolution:** Pam Prodan presented a transition from Joyce Morton to Heidi Jordan, and to add Diane Dunham to a board resolution (in the near future).

**Motion to adopt a resolution to remove Joyce Morton: (Lance/Clyde) (3/0)**

1. **Communications Center-Hiring approval:** Levi Gould gave his resignation on December 21, 2021. Amanda Simoneau and Tim Hardy seek approval to hire Michelle St.Clair (formerly Michelle Whittier) as Dispatch Supervisor.

**Motion to approve the hiring of Michelle St.Clair as Dispatch Supervisor: (Lance/Clyde) (3/0)**

Full-time vacancy, seeking approval to hire Hunter Lowell as full-time Dispatcher.

**Motion to approve the hiring of Hunter Lowell: (Lance/Clyde) (3/0)**

**OLD BUSINESS:**

**MISCELLANEOUS:**

1. **County Cell for HR use:** Approved the purchase of a new cell phone for the Commissioner’s office for confidential discussions. **(Lance/Clyde) (3/0)**
2. **Union contract update-almost ready for final approval.**
3. **Nancy from RLHT contacted the County in regards to the Kennebago Headwaters Project seeking a letter of support from the Commissioners to support a project that will enhance public access for angling, hunting and other traditional recreational activities along the watershed. Motion to approve supporting the Kennebago Headwaters Project and letter of support: (Lance/Clyde) (3/0)**

**Warrants:**

**County-1, TIF-1, UT-1, Payroll-2, and 1-EFT**

**ADJOURNMENT:**

**A motion and second to adjourn. (Lance/Clyde) (3/0)**

**Meeting adjourned at 5:17 PM**

**Next regular meeting will be January 4, 2021 at 3:15pm**

**A recording is available for this meeting.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FRANKLIN COUNTY COMMISSIONERS

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, CLERK