**Minutes**

**PRESENT:** Commissioner Brann, Commissioner Harvell (Remote), Commissioner Barker (Remote)

Meeting held by Zoom

**Franklin County Commissioners Meeting**

**May 17, 2022 Minutes**

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

Pledge of Allegiance

**Audience: Susan Pratt, Susan Black, David Rackliffe, Steve Lowell, Bob Carlton, MBTV, Fen Fowler, Mike Pond, Pam Prodan, Amy Bernard, Ron Smith, Charlie Woodworth, Tim Hardy, Amanda Simoneau, Diane Dunham, Bob Luce, Ryan Hunt, David St. Laurent, Donna Perry, Annie Twitchell, Nick Palmer, Heidi Jordan, Elizabeth Simoni, Flint Kristy, Seth Landry, Tiffany Baker**

**APPOINTMENTS:**

**3:15PM- Ron Smith, RHR Smith, Audit Review: Did not have anything prepared for this meeting, however Ron offered to share a summary at the next meeting.**

**Executive Session 1 MRSA 405 (6) (A), Personnel Matter: EMA Director**

Enter: 4:49pm, Exit: 4:58pm. No action taken.

**Executive Session 1 MRSA 405 (6) (A), Personnel Matter: Sheriff’s Department, Lieutenant**

Enter: 5:00pm, Exit: 5:20pm. **Action: Motion to increase the Sheriff’s budget by $23,000. (Lance/Clyde) (3/0)**

**NEW BUSINESS:**

1. **Clerk’s Report: Presented May 3, 2022 minutes for approval. Motion to approve the minutes from May 3, 2022: (Clyde/Lance) (3/0)**
2. **Treasurer Report:** Two bank reconciliations for April include TIF funds with Bangor Savings and UT with Skowhegan Savings Bank. UT has an arrangement for collateral with Skowhegan Savings which includes an irrevocable letter of credit which guarantees UT funds are fully secure. This account is monitored very closely. Warrants for signature include: 1 County, 1 UT, 1 TIF, and 2 Payroll, also included are two electronic funds transfers (EFT) for Empower Retirement. The Treasurer department has prepared a warrant for SLFRP for COVID payment which includes a list of items and amounts; and request the Commissioners authorize payment of these items on this day, May 17, 2022, for the amount not to exceed $1,704.33 when the checks arrive. **Motion to authorize the Treasurer Department to pay $1,704.33 in COVID funds when the checks are received: (Lance/Clyde) (3/0) Motion to accept the report: (Lance/Clyde) (3/0)**
3. **Approval of the contract with RHR Smith for non-attest accounting services:** Firm that does our audit services also provides non-audit services. Would like to add accounting services which includes looking at practice, and the opportunity to ask questions. Looking to have a limited number of consultations. Reviews of different accounts to include interdepartmental accounting, UT accounting, and UT loan program. Requested a cap of $5,000, billed at standard rate of accounting services. Estimate two days per quarter. **Motion to approve the additional accounting services provided by RHR Smith: (Lance/Clyde) (3/0)**
4. **Dumpster Agreement, Java Joes:** The County agreed some time ago to allow Java Joes to have a dumpster on the county property in the parking lot due to lack of space elsewhere. There was a recent issue with tenants upstairs from United Insurance using the dumpster to offload large items which caused the dumpster to overflow onto the parking lot. There was some misunderstanding about who was allowed to use the dumpster. The County has agreed to draw up a contract for Java Joe’s to prevent any potential future issues. There has not been a contract drawn up for the dumpster in the past. **Motion to approve an agreement between the three businesses (Maine Mountain Realty, Java Joes, and Tucks Ale House) and the County: (Lance/Clyde) (3/0)**
5. **Interim County Clerk Laptop: Motion to allow Vickie Braley to keep her laptop: (Lance/Clyde) (3/0)**
6. **Jail Mental Health RFP:** The RFP is out for the public.
7. **ARPA Items:**
8. **Open Bids for Jail Drainage:** Received four bids.
   1. CCC Construction: $59,950
   2. Jordan Excavation: $60,809
   3. St. Laurent and Son: $89,950
   4. E.L. Vining: $91,950

**Motion to accept the bid from CCC Construction and approve Commissioner Brann to sign the contract on behalf of the board: (Lance/Clyde) (2/0)** Lance lost connection.

1. **Review of the references for the RFP's for the ~~medical space~~ security system at the jail. Recommendation for next steps.** The bids we received did not include the locks for the security system. Allow both to submit and addendum. Have to do a site visit and determine the locks that need to be replaced. Currently on hold.
2. **Healthy Community Coalition Project Presentation-** Looking to develop a wellness center and expand the community kitchen and move the food pantry over by the hospital. Asking for funding from ARPA in the amount of $156,000 for the project. No decisions were made by the Board.
3. **Update on the Historical research on the Courthouse Building:** The building interior is not historical. We can install the units the Facilities Mgr. had requested at the last meeting.
4. **Additional Info:** Ready to put out an RFQ for design of a multi-agency office space at County Way. Will submit references and projects have done in the past. Then will conduct interviews with those who submit. **Motion to put out to bid: (Clyde/Terry) (2/0)**

**OLD BUSINESS:**

**1. Maine Pre-trial services, Doug Blauvelt: Motion to approve a 5% increase: (Clyde/Terry) (2/0)**

**2. Cyber Security Claim, Kyes Insurance:** Flint Kristy explained why the claim was denied. Jim informed him of some information he was not aware of such as the direction the insurance told Jim to go with the potential breech.The insurance representative never returned calls. Three files were placed in our system that were executable. They were successfully removed without an issue. The insurance is not covering the claim because there wasn’t an actual breech.

**MISCELLANEOUS:**

1. **Mike Pond:** Kennebago Road, first two miles are Coplin Plt. Mike asked if the Commissioners can fund town roads. Would like to have the Commissioners post a sign for County UT road lines.
2. **TIF Projects:** Charlie presented projects in the amount of $235,000 total. **Motion to approve the projects totaling $235,000: (Clyde/Lance) (2/1) Terry opposed.**
3. Presented Clyde with his retirement plaque over Zoom. He was very grateful.

**Warrants:**

**ADJOURNMENT:**

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

**Meeting adjourned at 5:21pm**

**Next regular meeting will be June 7, 2022**

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

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

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

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

FRANKLIN COUNTY COMMISSIONERS

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