**Minutes**

**PRESENT:** Commissioner Brann, Commissioner Harvell

Meeting held by Zoom

**Franklin County Commissioners Meeting**

**June 7, 2022 Minutes**

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

Pledge of Allegiance

**Audience: Ralph Parker, Neil McLean, Susan Black, Susan Pratt, Nick Palmer, Heidi Jordan, Scott Nichols, David Rackliffe, Steve Lowell, Bob Carlton, Amy Bernard, Pam Prodan, Diane Dunham, Tiffany Baker, MBTV, Donna Perry, Jo and Brian Richmond, Mike Pond, Sarah Caton, Doug Blauvelt, Jim Desjardins, Annie Twitchell**

**APPOINTMENTS:**

**Appointment of Amy Bernard as County Administrator: Motion to appoint Amy Bernard as County Administrator: (Lance/Terry) (2/0)**

**NEW BUSINESS:**

1. **Clerk’s Report:** Presented the minutes from May 17, 2022 for approval. **Motion to approve the minutes from May 17, 2022:**
2. **Treasurer Report:** Pam presented the following warrants for approval and signature: 2 County, 1 UT, 1 ARPA, and 2 payroll. Also presented were 2 EFT payments for Empower Retirement and 1 for Maine State Retirement. Bank reconciliations for May 2022 have been completed for Bangor Savings (TIF) and Skowhegan Savings (UT). **Motion to accept the Treasurers report: (Lance/Terry) (2/0)**

**3. Juneteenth Holiday:** The Commissioners agreed to table the holiday for now and look at possibly giving everyone the holiday in the future. Amy mentioned using the holiday as a bargaining chip for the collective bargaining agreements. She also mentioned that all but two counties were observing the holiday along with the state.

**4. Pay Structure:** Amy presented a salary structure for the nonunion and full-time elected officials. The structure provides employees with an increase greater than 5% which was approved in the budget and affords a step increase yearly on top of the COLA as approved by the Commissioners. Also presented was a Salary Administration Policy. **Motion to approve the salary structure with an increase to nonunion and full-time elected officials on July 1, 2022: (Lance/Terry) (2/0)**

**5. Microsoft Office Upgrade:** Jim presented the cost for a MS upgrade for all employees with a county email. The upgrade will cost $6,900 for installation and an estimated $12,000 yearly based on users. The basic account is $12 per user per month, and to add MS Teams it’s an additional $12 per user per month. The total estimated cost for the first year is $19,000. **Motion to approve the MS Office upgrade: (Lance/Terry) (2/0)**

**6. FOP Union Contract Signature: Motion to approve the FOP contract beginning July 1, 2022: (Lance/Terry) (2/0)**

**OLD BUSINESS:**

**1. Schoolhouse Road, Jo Richmond:** The property owners (Brian) came forward to the Commissioners to again request repairs be done to the bridge on the Schoolhouse Road in Madrid. The county owns 211 ft. from the corner according to Mike Pond. The Commissioners were not supportive in doing work to the bridge as the county does not own it. Amy suggested the county reach out to the attorney for guidance on this matter. The property owners said they will do the same.

**2. Budget, Revenues:** $230,000 will be for the County budget and $75,000 for the Jail to fall under the cap. These funds will come out of the undesignated fund balance.

**3. Sheriff’s Gas Expense:** Anticipate the fuel cost going above budget. The Sheriff requested adding $20,000 to the fuel expense line in the budget. **Motion to add $30,000 to the budget for gas expense for a total of $130,000. (Lance/Terry) (2/0)**

**MISCELLANEOUS:**

**1. School Safety Grant:** The Sheriff’s Department would like to apply for funding to help the schools in Franklin County have better access to communicate with the local PD through innovation. This police grant offers up to $500k with a 25% match in funding. **Motion to approve the Sheriff’s department applying for the grant to increase school safety in Franklin County: (Lance/Terry) (2/0)**

**2. Mental Health Services Bids Due:** Two bids received, one from MedPro and the second from Sinsky Clearwater. MedPro’s bid was in the amount of: $3,862 per month plus medical treatments. Clearwater’s bid was in the amount of $30,500. The Commissioners agreed to table the decision until the next meeting so the bids can be reviewed by the Jail Administrator.

**3. Meeting next week: Motion to approve having a Commissioners meeting next week: (Lance/Terry) (2/0)**

**4. Heat pump for the Courthouse: Nick requested the Commissioners approve going out to bid for the heat pump project for the courthouse. Motion to approve an RFP for heat pumps: (Lance/Terry) (2/0)**

**5. ARPA list of projects: Sue will present a list of tabled ARPA projects on July 5, 2022.**

**Warrants: 2 County, 1 UT, 1 ARPA, and 2 Payroll.**

**ADJOURNMENT:**

**A motion and second to adjourn. (Lance/Terry) (2/0)**

**Meeting adjourned at 4:04pm**

**Next regular meeting will be June 21, 2022 at 10am**

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

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FRANKLIN COUNTY COMMISSIONERS

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