**Minutes**

**PRESENT:** Commissioner Brann, Commissioner Harvell, Commissioner Carlton

Meeting held by Zoom

**Franklin County Commissioners Meeting**

**September 20, 2022 Minutes**

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

Pledge of Allegiance

**Audience: Jim Desjardins, Diane Dunham, Roscoe Grant, Rick Strout, Mike Pond, Donna Perry, Tim Hardy, Amanda Simoneau, Nick Palmer, Sue Pratt, MBTV, Steve Lowell, Pamela Prodan, Sarah Bickford, Fen Fowler, Charlie Woodworth, Heidi Jordan, Ralph Parker, Scott Nichols, John Donald, Schyler Gagnon, Tom Skolfield, Ryan Hunt, Kat**

**APPOINTMENTS: None**

**NEW BUSINESS:**

1. **Clerk’s Report: Motion to accept the Clerks report for September 6, 2022: (Bob/Lance) (3/0)**
2. **Treasurer Report:** Warrants presented for signature include: 3 County, 1 UT, 1 ARPA, 1 Payroll, 1 EFT. Bank reconciliations for August 2022 are complete for Bangor Savings (TIF) and Skowhegan (UT). **Motion to accept the Treasurers report and sign the warrants: (Lance/Bob) (3/0)**
3. **UT Road Work: Motion to have Mike Pond, Road Supervisor, present his 5-year road plan for the UT to the Board at the next meeting: (Lance/Bob) (3/0)**
4. **Discussion with Tom Skolfield:** Tom Skolfield presented his thoughts surrounding the county having a strategic plan. The Commissioner agreed that we are working toward something like this with succession planning and hiring of the new HR and Administrator positions.
5. **Tea Pond Lodge, Liquor License Renewal: Motion to approve and sign the Tea Pond Lodge liquor license renewal: (Bob/Lance) (3/0)**
6. **Grant application requests:** Department Heads would like permission to apply for grants that do not require matching funds. Some grants are time sensitive and don’t afford time to get permission at a regular meeting. **Motion to authorize the Administrator to approve Department Heads applying for grant funding if there isn’t a financial commitment from the County tied to the grant: (Lance/Bob) (3/0)**
7. **Retro approval for purchase of Hybrid Cruiser:** Sheriff Nichols found an available cruiser on September 8th and needed to act fast to obtain the vehicle before someone else purchased it. The County Admin. emailed the Commissioners and requested approval for the purchase, however it was imperative given we had recently lost two cruisers that we obtain this one. We ask the Commissioners to retroactively approve the purchase of a cruiser. **Motion to retroactively approve the purchase of a 2022 Ford Hybrid Cruiser in the amount of $43,987.60: (Bob/Lance) (3/0)**

Sheriff Nichols also found an available police cruiser in Massachusetts for $40,534.35 which he would like permission to purchase. **Motion to approve the purchase of the police cruiser in the amount of $40,534.35: (Lance/Bob) (3/0)**

The Sheriff’s office would also like to disassemble the old cruisers that have been taken out of rotation and put them out to bid for the public using their book value as a reference. **Motion to approve putting the out of service cruisers out to bid for the public: (Lance/Bob) (3/0)**

1. **Authorize Deputies to purchase firearms:** Steve Lowell would like to have the approval to sell the old firearms to Deputies at trade in value**. Motion to approve the sale of old firearms to Deputies at trade in value: (Lance/Bob) (3/0)**
2. **Approve Administrator for future cruiser purchases: The County Administrator would like to be authorized to purchase up to five hybrid police vehicles through the ARPA funds previously approved should there be an opportunity to purchase on the spot. Motion to approve the purchase of up to five cruisers, not to exceed a cap of $205,000 and retro approve at meetings: (Lance/Bob) (2/1) Terry opposed.**
3. **Bids:**

**Windows and Sills:** Seeking approval to move forward with McLaughlin to replace the windows and repair the sills at the courthouse. **Motion to award the bid to McLaughlin for the window and sill replacements at the courthouse in the amount of $8,547: (Lance/Bob) (3/0)**

**Police Cruiser:** Received one bid from Quirk in the amount of $41,110 for a non-hybrid Ford Explorer. **Motion to reject the bid: (Lance/Bob) (3/0)**

1. **ARPA update**

**Medical expansion at the jail:** Sue has reached out to the architect to find out the estimated costs for the medical expansion. We should have some information next week, and she expects to be able to report back to the group.

**Security System at the Jail:** The bid has been reduced from Minuteman, intercom upgrade included, annual upkeep would be $32,000 beginning in year two**. Motion to approve the security system bid from Minuteman at $631,201.68: (Lance/Bob) (3/0)**

1. **Hiring:**

**Dispatch, Two Full-Time Positions:** Seek approval to hire Jacob Hastings and Dawson Tolman as full time Dispatchers starting on 9/19. **Motion to approve the hiring of Dawson and Jacob: (Bob/Lance) (3/0)**

**Corrections, Utility Position:** Seek approval to hire Glenn Manring as Utility for the Jail. Glenn is fully certified and would not have a buyout. **Motion to approve the hiring of Glenn Manring: (Lance/Bob) (3/0)**

1. **Communications Manager updated Job Description:** The job description has been updated to reflect a title change from Director as a Director cannot report to the EMA Director. Some of the language was outdated and no longer applicable. **Motion to approve the update job description for Communications Manager and advertise for the position: (Lance/Bob) (3/0)**

**OLD BUSINESS:**

1. **Discuss pros and cons of outsourcing Finance:** The County Administrator presented the cost for internal and external processing of payroll and finance operations**.** Upon discussion of the time and money savings, the Board agreed that it makes the most fiscal sense to outsource finance and payroll. **Motion to approve outsourcing payroll to Bangor Payroll: (Bob/Lance) (3/0) Motion to approve outsourcing finance functions to BTR: (Bob/Lance) (3/0) Motion to authorize RHR to close the books: (Lance/Bob) (3/0)**
2. **AVCOG: Motion to resume membership with AVCOG: (Bob/Lance) (2/1) Terry opposed.**

**Executive Session 1 MRSA § 405 (6) (D): Labor Negotiations: Motion to enter at 5:13pm: (Lance/Bob) (3/0) Exit at: 5:34pm. No action taken**

**MISCELLANEOUS:**

**Warrants:** County 3, UT 1, ARPA 1, Payroll 1, EFT 1

**ADJOURNMENT:**

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

**Meeting adjourned at 5:35pm.**

**Next regular meeting will be October 4th at 3:15pm**

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

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 FRANKLIN COUNTY COMMISSIONERS

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