

May 12, 2011

**Minutes of the Washington County Commissioners  
Regular Meeting  
held May 12, 2011  
in the Commissioners' Conference Room  
Machias, Maine**

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Attending the meeting were:  
Commissioner Kevin L. Shorey  
Commissioner John B. Crowley, Sr.  
Betsy Fitzgerald, County Manager  
Gail Popham, Administration  
Donnie Smith, Sheriff  
Mike St. Louis, Chief Deputy  
Robert Gross, Jail Administrator  
Mary Zidalis, Jail  
Jill Holmes, Treasurer  
Judy Alexander, Financial Accountant  
Sharon Strout, Registrar of Deeds  
Darlene Wallace, Deeds  
Mike Hinerman, EMA  
Jim Lucas, Buildings & Grounds  
Joshua Rolfe, RCC  
Harold Clossey, SCEC  
Diane Smith-Halkett, SCEC - TIF Administrator  
Eleody Libby, WC:OC  
Sharon Mack, BDN  
Ruth Luebecker, MVNO  
Phil Duggan, DECP

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**AGENDA ITEM:** Approval of the April Regular Commissioners Meeting Minutes (April 14, 2011)

**\*MOTION\*** Commissioner Crowley moved to approve the April Meeting Minutes as presented. Commissioner Shorey seconded the motion which passed unanimously.

**AGENDA ITEM:** Monthly and Quarterly Reports

The Commissioners were provided monthly reports in their meeting packets. (See attached) EMA Director Mike Hinerman stated that he was happy to announce that Washington County, along with several partners had received a Homeland Security Grant in the amount of \$3,963,163.00. The partners are Aroostook, Somerset, Franklin and

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Oxford Counties as well as the Passamaquoddy Tribes at Pleasant Point and Indian Township. The project proposes to extend communications by building new towers along the border and upgrading others. It also proposes to create Mutual Aid agreements, Memorandums of Understanding, operational Standard Operating Procedures, and Protocols on both sides of the border. Mike indicated that he would like to hire a project director and an FCC frequency coordinator as contract consultant, and requested the Commissioners permission to do so. **The Commissioners agreed to this by consensus noting the position would not go beyond the length of the grant.**

Mike also noted that EMA's Hazard Mitigation Plan written in 2006 needs to be updated. He said he has a consultant to do the update and he has a \$25,000 grant in place to pay said consultant for that updated Plan. It is not expected to cost as much as the entire grant, however the total cost is not yet known. **The Commissioners agreed by consensus to this plan noting that Mike should work with the County Manager on this project.**

Eleody Libby of Washington County: One Community wanted to let the Commissioners know that WC:OC has been awarded another Healthy Maine Partnership grant. The new contract expands the service area to include the entire County and will be in place for a three year period. The expansion will mean opening a satellite office in Calais in July with the need of additional staff support.

She also noted appointments/nominations/changes for the Board of Directors. (see attached)

**\*MOTION\* Commissioner Crowley moved to approve the appointments/nominations/changes to the Board of Directors of WC:OC as recommended by Director Libby. Commissioner Shorey seconded the motion which passed unanimously.**

**AGENDA ITEM: Sign Six-Month Certificates**

Six-Month Certificates were signed for John Lingley and Jennifer Grant.

**AGENDA ITEM: Payroll Status Change Notices**

**\*MOTION\* Commissioner Shorey moved to correct the extended Unpaid Leave of Absence for Michael Anderson from July 1, 2011 to**

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June 12, 2011. Commissioner Crowley seconded the motion which passed unanimously.

**\*MOTION\*** Commissioner Shorey moved to grant an Unpaid Leave of Absence to Thomas Chambers until July 31, 2011 on the recommendation of Sheriff Smith. Commissioner Crowley seconded the motion which passed unanimously.

**AGENDA ITEM: Schedule Tax Abatement Hearings**

Two Tax Abatement hearings were scheduled for June 9, 2011 at 1:00 p.m. and 2:00 p.m.

**AGENDA ITEM: Schedule Grievance Hearing**

It was agreed to schedule said Grievance Hearing for July 14, 2011 at 2:00 p.m.

**AGENDA ITEM: Consideration of increase in mileage rate paid to Civil Process Servers**

It was determined that the State is paying \$.44 per mile so the County will stay at \$.44 per mile also.

**AGENDA ITEM: Award Buick LeSabre bid**

There were four bids for the 2004 Buick LeSabre. (see attached)

**\*MOTION\*** Commissioner Crowley moved to award the bid for the County's 2004 Buick LeSabre to Paul Holmes who had the highest bid at \$1,207.00. Commissioner Shorey seconded the motion which passed unanimously.

**AGENDA ITEM: Discussion of hiring freeze of new full-time employees**

Commissioner Crowley proposed this idea and Commissioner Shorey stated that he supports it for now.

**\*MOTION\*** Commissioner Crowley moved to institute a hiring freeze of new employees, not including replacements. Commissioner Shorey seconded the motion which passed unanimously.

**AGENDA ITEM: Confirmation of date and times to hold caucuses for Budget Advisory Committee**

The following is the schedule for the caucuses:

**District 1 (Com. Shorey)** at the Calais Town Office, May 26, 2011 at 4:30 p.m. to elect one member to a three-year term.

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**District 2 (Com. Gardner)** at the County Commissioners Conference Room in Machias, July 14, 2011 at 3:30 p.m. to elect one member to a three-year term.

**District 3 (Com. Crowley)** at the Columbia Falls Town Hall, May 23, 2011 to elect one member to a three-year term.

**AGENDA ITEM: Appoint Betsy Fitzgerald and Harold Clossey as representatives of Washington County to the Northern Maine Development Corporation**

The Commissioners agreed by consensus.

**AGENDA ITEM: Discussion about County Complex Security**

Where the County owns the Courthouse Complex and the State uses space for the courtrooms and clerk's office, there has been some confusion lately regarding the latest security measures being used. At issue are the inconsistencies and complaints. Discussion was had about who is in charge, costs, complaints and ADA compliance concerns. The Commissioners asked the County Manager to get clarification from the County attorney and report back next month.

**\*MOTION\* Commissioner Crowley moved to adjourn the meeting. Commissioner Shorey seconded the motion which passed unanimously.**

**Adjournment  
5:25 p.m.**

**Attest:**

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**Gail Popham, Administrative Asst.**