

August 11, 2011

**Minutes of the Washington County Commissioners
Unorganized Territories Regular Meeting
held August 11, 2011
in the District Court Room
Machias, Maine**

Attending the meeting were:
Commissioner Christopher M. Gardner
Commissioner Kevin L. Shorey
Commissioner John B. Crowley, Sr.
Betsy Fitzgerald, County Manager
Dean Preston, UT Supervisor
Gail Popham, Administration
Donnie Smith, Sheriff
Mike St. Louis, Chief Deputy
Robert Gross, Jail Administrator
Mike Hinerman, EMA
Josh Rolfe, RCC
Jill Holmes, Treasurer
Judy Alexander, Financial Accountant
Carlene Holmes, Register of Probate
Darlene Wallace, Deeds
Jim Lucas, Buildings & Grounds
Joelle Pratt, Assistant DA
Joshua Murray, Hampden
Eleody Libby, WC:OC
Sara McConnell, WC:OC
Judy East, WCCOG
Harold Clossey, SCEC
Diane Smith-Halkett, SCEC
Alan Furth, CCLC and Cobscook Bay Co.
Jeff Johnson, Cobscook Bay Co.
John Phinney, Trescott
Phil Duggan, DECP
Sharon Mack, BDN

AGENDA ITEM: Consideration of District Attorney's Computer Policy

Joelle Pratt of the District Attorney's office attended on behalf of District Attorney Dee Bassano to answer any questions the Commissioners might have regarding the proposed DA's Computer Policy.

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She explained that it was written to be in compliance with State protocols.

MOTION: Commissioner Crowley moved to approve the District Attorney's Computer Policy as presented. Commissioner Shorey seconded the motion which passed unanimously.

AGENDA ITEM: Approval of the July Regular UT Meeting Minutes (July 14, 2011)

MOTION Commissioner Crowley moved to approved the July Regular UT Meeting Minutes as presented. Commissioner Gardner seconded the motion. Commissioner Shorey abstained as he had not been present. The motion passed.

AGENDA ITEM: Monthly Report

(See attached) UT Supervisor Dean Preston noted the highlights of his monthly report. He stated that his crew is working on recording all roads and infrastructure on the GPS. They are also reviewing emergency response areas. He noted that he has completed the septage site license renewal and has been contacted by the DEP. Regarding road maintenance, most paving jobs have been completed and roadside mowing bids would be going out soon. A large bridge on the #19 road is going to be repaired. Dean noted that he has contacted 4 firms and one of them uses the "Bridge in a Backpack" technology developed at UMO. He will have more information at the next meeting.

Dean had one action item: to approve a snow plowing contract in which the name of the contractor had been changed.

MOTION Commissioner Crowley moved to approve Snow Removal Contract # 1 to be changed to Hallowell Construction for the remaining year 2011-2012. Commissioner Shorey seconded the motion which passed unanimously.

Dean informed the Commissioners that he is still working on the recycling plan for the Marion Transfer Station. He is also working on securing a long term contract with Lawrence Station in Canada as the demo/debris station at Marion will be closing next January 1.

Other highlights included: The Shellfish Warden is doing a good job. The Ambulance Authority is stabilizing and a priority is to pay down the \$100,000 line of credit.

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AGENDA ITEM: TIF Loan Committee update

(See attached) Diane Smith-Halkett, TIF administrator of SCEC stated that a planning grant had been approved by the Committee for \$30,000.00 for LURC research. After some discussion,

***MOTION* Commissioner Crowley moved to approve \$30,000.00 planning grant for LURC research. Commissioner Shorey seconded the motion which passed unanimously.**

Next item was to increase the Administrative line from \$2,000 to \$15,000. Diane explained this was to cover things like an audit and any other legal and/or professional services needed.

***MOTION* Commissioner Crowley moved to accept the proposed increased from \$2,000 to \$15,000 in the Administrative line of the TIF budget. Commissioner Shorey seconded the motion which passed unanimously.**

Next item was to approve the second installment in the 3 year grant to Cobscook Community Learning Center (CCLC) for the capital campaign for Heartland Lodge in the amount of \$33,333.33. It was noted that they had met or exceeded their goals.

***MOTION* Commissioner Crowley moved to approve the second installment of \$33,333.33 capital improvement grant to CCLC. Commissioner Shorey seconded the motion which passed unanimously.**

Harold Clossey, TIF Loan Officer, Washington County Revolving Loan Fund (WCRLF) reviewed and is recommending final Commissioner Approval, a loan request by the Cobscook Bay Company in the amount of \$50,000.00. Because financial details needed to be discussed,

***MOTION* Commissioner Crowley moved to go into Executive Session pursuant to Title 1 MRSA § 405-A 6 F. Commissioner Shorey seconded the motion which passed unanimously. It was 4:45 p.m.**

***MOTION* Commissioner Crowley moved to come out of Executive Session. Commissioner Shorey seconded the motion which passed unanimously. It was 5:05 p.m.**

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MOTION Commissioner Crowley moved to approve \$50,000.00 from the Revolving Loan Fund be granted to Cobscook Bay Co. with terms as follows: Seven year loan term with a 5.25% interest rate, with six monthly interest only payments, then principal and interest payments amortized over ten (10) years with a balloon payment due in seven (7) years. Loan approval is based on CEI and FAME loans being approved. Commissioner Shorey seconded the motion which passed unanimously.

Diane noted that reports and updates were submitted and included in the Commissioners' meeting packets.

AGENDA ITEM: Discussion on the Gardners Lake Road repairs

Commissioner Gardner explained that part of this road is in Whiting and part of it is in Marion Twp. Rep. Dave Burns has asked him if it would be repaired anytime soon. Commissioner Gardner asked Dean to get in touch with Whiting officials regarding repairs. The Marion portion was repaired several years ago...Whiting is just now doing their portion.

AGENDA ITEM: Public Comment

None.

ADJOURNMENT

5:09 p.m.

ATTEST:

Gail Popham, Administrative Asst.