

~Meeting Minutes~
Androscoggin County Commissioners
March 7, 2018
Regular Meeting 5:15 p.m.

I. MEETING CALLED TO ORDER - by Chair Zachary Maher at 5:15 P.M.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners: Chair Zachary Maher, Vice-Chair Matthew Roy, Isaiah Lary, Melissa Willette, Noel Madore, Bonney Starbird. Absent: Sally Christner.

Other: County Administrator Larry Post, Register of Probate Thomas Reynolds, Facilities Director David Cote, WGLT-TV7 Dick Clark.

IV. MINUTES

a. Meeting Date: February 21, 2018.

Motion: to accept and approve with a waiver of reading the February 21, 2018 minutes as amended.

Roy-Madore 6-0

V. WARRANTS

Motion: to review and approve all bills, part-time deputies' payroll, Warrants #1804, 1804A, and Corrections Division Warrants #1804J, 1804A-J.

Madore-Willette 6-0

VI. REPORTS

a. Maine County Commissioners Association (MCCA)

Commissioner Maher gave an update on MCCA news.

b. Central/Western Maine Workforce Investment Board

Commissioner Maher discussed the ongoing situation with the Workforce Investment Act.

c. Department Head Reports (Register of Deeds Tina Chouinard and Register of Probate Thomas Reynolds)

Thomas Reynolds gave an update regarding the Registry of Probate.

David Cote gave an update regarding the Facilities Department.

d. Administrator's Report

The administrator gave an update on current activities.

Discussion regarding emails.

Motion: to require the I.T. Director to send out an email to all county employees, that have email service through us, requesting to change their password now.

Lary- (No second)

Chair Maher-Pointed out that Commissioners cannot direct.

Motion: in the case of a possible breach of email security, the Administrator notify the I.T. Director to instruct proper procedures including changing passwords.
Lary- (No second)

Discussion regarding emails.

Chair Maher asked if employees could be prompted to change their passwords. Facilities Director David Cote said they could do that.

Discussion regarding policies and procedures for I.T.

Chair Maher suggested that cyber security policies and procedures be researched and developed.

VII. COMMENTS FROM THE PUBLIC – N/A

VIII. OLD BUSINESS – N/A

IX. NEW BUSINESS

a. Opioid Order/Resolution

Motion: to pass this public nuisance order that declares the opioid epidemic and its effects on the County as a public nuisance (and we have been providing a lot of related services to address the epidemic and it is all funded by tax revenue).

Madore-Roy (No vote)

Discussion regarding motion.

Motion: to call the question.

Madore-Roy 4-2

Opposed-Lary, Starbird

Return to original motion

Motion: to pass this public nuisance order that declares the opioid epidemic and its effects on the County as a public nuisance (and we have been providing a lot of related services to address the epidemic and it is all funded by tax revenue).

Madore-Roy 4-2

Opposed-Lary, Starbird

Commissioner Lary-Would like it noted that he is opposed because the County can be liable, where there's a risk and without consulting legal counsel, and that he doesn't support the drug companies in their prescribing. That it's the principal of the matter.

b. Treasurer/Finance Director position

Discussion regarding position.

Motion: to have the commissioners do the first interviews, and have a selective group of department heads, the administrator, and the staff that the Finance Director would be working with, for the second round of interviews.

Lary-(No second)

Discussion regarding the motion.

Motion: to have Bill Gagne, Larry Post, Tina Chouinard, and five commissioners do the interviews.

Willette-Lary (No vote).

Friendly Amendment to Motion: to have three commissioners, Larry Post, Sandy Berube, and Deb Sawyer on the interviewing team.

Motion withdrawn.

Motion: to have first and second interviews with any three commissioners, Larry Post, Sandy Berube, Bill Gagne, Deb Sawyer, Tina Chouinard on the interviewing team.

Madore-Starbird

Amendment- to have first round of interviews done by Larry Post, Sandy Berube, Bill Gagne, Deb Sawyer, Tina Chouinard, and the second round of interviews done by any three commissioners.

Lary-(No second)

Original Motion: to have first and second interviews with any three commissioners, Larry Post, Sandy Berube for H.R., Bill Gagne, Deb Sawyer, Tina Chouinard on the interviewing team.

Madore-Starbird 4-2

Opposed-Lary, Willette

Commissioners discussed the interview process and the Finance Director/Treasurer job description.

Motion: to amend the job description bullet point 2 to start with (*Under Knowledge, Ability, and Skills*) “Has and maintains a working knowledge of budgetary, accounting, reporting systems and Government Accounting Standards Board (GASB) requirements, Internal Revenue Service (IRS) regulations, and Fair Labor Standards Act (FLSA) law, Affordable Care Act (ACA), taxable benefits, and payroll rules.

Lary-Maher 4-2

Opposed-Roy, Madore

Motion: to amend the job description (*Under General Expectations*) to add, “Full-time position” and “Must be available to attend all budget meetings, Commissioners’ meetings, and workshops”, and to approve the Finance Director/Treasurer job description with the amendments just made.

Starbird-Madore (No Vote)

Amendment-to include (Under *Essential Duties and Responsibilities*) “Treasurer should provide monthly expenditure and revenue reports based against budget, two budgets, two reports based on the year, one County, one Jail.

Lary (No second)

Further discussion.

Motion: to call the question (with roll-call vote).

Madore-Roy 3-3

Motion: to change the job description title from Finance Director/Treasurer to Treasurer.

Lary-Maher 1-5

Opposed-Roy, Madore, Starbird, Mayer, Willette

Original Motion: to amend the job description (Under *General Expectations*) to add, “Full-time position” and “Must be available to attend all budget meetings, Commissioners’ meetings, and workshops”, and to approve the Finance Director/Treasurer job description with the amendments just made.

Starbird-Madore 4-2

Yes votes: Madore, Starbird, Maher, Willette

No votes: Roy, Lary

Commissioner Lary would like the minutes to reflect that he opposed this vote due to the title not being accurate according to the charter.

X. DISCUSSION ITEMS

Commissioner Madore – Would like Steve Sherlock to know that he misses his presence at the meetings and that he likes and appreciates the articles he writes.

XI. FUTURE AGENDA ITEMS

Commissioner Madore suggested continuing the discussion about the issue of the fiscal year being the calendar year and the challenges that proposes (e.g. the tax anticipation note).

Discuss and appoint Commissioners to the interview team.

XII. ADJOURN

Motion to adjourn at 8:25 p.m.

Lary-Roy 6-0

Larry Post, County Administrator