

## ~Meeting Minutes~

Androscoggin County Commissioners

April 19, 2023

Regular Meeting 5:15 p.m.

**I. MEETING CALLED TO ORDER** – by Chair Sally Christner at 5:17 P.M.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Commissioners: Chair Sally Christner, Vice-Chair Terri Kelly, Edouard Plourde, Brian Ames, Andrew Lewis. Via Phone: Roland Poirier. Tardy: Garrett Mason.

Other: County Administrator/Finance Director Clarice Proctor, Hillary Nadeau, Mike Perry, Jared Bornstein, Sandy Berube, Sun Journal Steve Sherlock, citizens.

**IV. MINUTES**

**A. Meeting Date:** April 5, 2023

Motion: to approve with a waiver of the reading of the April 5, 2023 minutes as presented.

Ames-Kelly 5-0-1

Abstain: Christner

**V. WARRANTS**

Motion: to approve all warrants as presented: AP Warrant JV1205, Manual Warrants & Payroll Warrants.

Kelly-Lewis 6-0

**VI. REPORTS**

**A. MCCA-**Administrator/Finance Director Clarice Proctor shared meeting details which included the National Association of Counties (NACo's) Portland training event May 3-5, LD971-The Continuity of Care Act regarding Medicare for inmates, ARPA fund data, rural patrol, and flat funding of the jail. The next MCCA meeting is on May 10<sup>th</sup> in Augusta. The annual meeting will be at the Poland Spring Inn on September 12-14 and Androscoggin is the hosting county.

**B. Central/Western Maine Workforce Board-**No report.

**C. AVCOG Report-**Commissioner Mason noted that the state meeting will be on the 25<sup>th</sup>.

**Commissioner Mason arrived at 5:22 p.m.**

**D. Treasurer's Report-**Administrator/Finance Director Proctor presented financial information.

Motion: to approve the Treasurer's report.

Kelly-Plourde 7-0

*Commissioner Mason gave his AVCOG report at this time (See above- C. AVCOG Report).*

**E. Administrator's Report**-Administrator Proctor gave an update on current activities. Commissioners congratulated Administrator Proctor regarding BerryDunn's letter that stated that (Androscoggin County's) policy controls of the ARPA funds were the most robust that they had seen across the country. In addition, Administrator Proctor was also chosen by BerryDunn as a panelist for an AGA (Association of Government Auditors) Webinar that focuses on ARPA and internal controls.

**VII. COMMENTS FROM THE PUBLIC – None.**

*Chair Christner requested to move up IX. Executive Session A. at this time. (See details below).*

**VIII. NEW BUSINESS**

**A. Soil & Water Conservation Report**

Androscoggin Valley Soil & Water Conservation District board member Steve Sinisi updated Commissioners regarding ongoing events.

**B. DA Neil McLean Update**

District Attorney Neil McLean discussed the details regarding the upcoming "Blitz" (Franklin, Oxford, and Androscoggin County) district event that will occur May 15-19 and May 22-26. In addition to this, he noted that their (rented) building is in need of serious repairs and that their outdated JustWare software requires replacement at a substantial cost.

**C. Salary Structure/Schedules 1<sup>st</sup> Review**

Commissioners were given information to review.

**D. State Claims Commission Representative Assignment**

Motion: to nominate Commissioner Brian Ames as the State Claims Commission Representative.

Kelly-Mason 6-0-1

Abstained: Ames

**E. ARPA Projects-Other**

Representatives from *The Franco Center*, *Seniors Plus*, and *Maine MILL* returned to discuss their need for ARPA funds again.

Commissioners acknowledged the value to the community that these organizations offer, but also noted the 166 year old county building's rising financial needs and began to question the best use for ARPA funds.

Motion: to put a funding hold on the previously approved projects (pending there are no contracts):

\$150,000 Basement renovation

\$149,322 Commissioners meeting room, Historical Society room renovation

\$287,451 Flooring, county building

\$200,000 Fire alarm system for county

Ames-Kelly (no vote)

Amendment to motion: to put a hold on all current expenditures until we review them (not already contracted).

Lewis-(no second)

Commissioner Lewis called the question.

Original Motion: to put a funding hold on the previously approved projects (pending there are no contracts):

\$150,000 Basement renovation

\$149,322 Commissioners meeting room, Historical Society room renovation

\$287,451 Flooring, county building

\$200,000 Fire alarm system for county

(Totaling \$786,773)

Ames-Kelly (7-0)

**IX. DISCUSSION ITEMS**

Schedule May 10<sup>th</sup> workshop with Facilities Director David Cote regarding the building & collect input from department heads regarding problematic areas with their physical space and future needs.

**X. FUTURE AGENDA ITEMS**

May 10<sup>th</sup> Workshop

*At this time, Commissioners began XI. Executive Session B.*

**XI. EXECUTIVE SESSION**

A. Executive Session-Pursuant to Title 1 MRSA Sec 405(6) Subsection (E) Consultation with Legal Counsel.

Motion: to enter into *Executive Session-Pursuant to Title 1 MRSA Sec 405(6) Subsection (E) Consultation with Legal Counsel.* (Commissioners met with Jared Bornstein)

Kelly-Ames 7-0

Motion: to return to public session.

Kelly-Mason 7-0

*At this time, Commissioners returned to VIII. NEW BUSINESS A. Soil & Water Conservation Report*

B. Executive Session-Pursuant to Title 1 MRSA Sec 405(6) Subsection (A) Discussion of Personnel Issues.

Motion: to enter into *Executive Session-Pursuant to Title 1 MRSA Sec 405(6) Subsection (A) Discussion of Personnel Issues.*

Kelly-Lewis 7-0

Motion: to return to public session.

Lewis-Ames 7-0

Motion: to offer the contract to the new Administrator (Clarice Proctor) with the changes made by the county attorney.

Lewis-Ames 7-0

## **XII. ADJOURN**

Motion: to adjourn.

Poirier-Ames 7-0

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Clarice Proctor, County Administrator