

~Meeting Minutes~
Androscoggin County Commissioners
March 20, 2024
Regular Meeting 5:15 p.m.

I. MEETING CALLED TO ORDER - Chair Sally Christner at 5:16 P.M.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners: Chair Sally Christner, Brian Ames, Edouard Plourde, Vice-Chair Terri Kelly, Andrew Lewis. Via Phone: Roland Poirier. Tardy: Garrett Mason.
Other: Finance Director Clarice Proctor, DA Office Manager Mike Perry, Facilities Director David Cote, EMA Director Angela Molino, EMA Deputy Director Spencer McKeown, DA Neil McLean, Small Business Administration-Brian Beard, Greene Broadband Committee-Carl Bucciantini, Sandy Berube, Steve Sherlock, Hillary Nadeau, Real Estate Agent Chad Sylvester, Natalie Lewis.

IV. MINUTES

A. Meeting Dates: February 21, 2024 regular meeting minutes.

Motion: to approve with a waiver of the reading of the February 21, 2024 regular meeting minutes as presented.

Kelly-Lewis 6-0

V. WARRANTS

Motion: to approve all warrants as presented: AP Warrants JV1390, JV1392 & Payroll Warrants.

Kelly-Plourde 6-0

VI. REPORTS

A. MCCA-No report.

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

C. AVCOG Report-Commissioner Lewis said there will be a meeting of the executive committee next week.

Commissioner Mason arrived at 5:22 p.m.

D. Treasurer's Report-Treasurer Proctor presented financial information.

Motion: to approve the Treasurer's report.

Lewis-Kelly 7-0

E. Administrator's Report-(Interim County Administrator/Sheriff Eric Samson absent due to attendance at a conference)

VII. COMMENTS FROM THE PUBLIC-None.

VIII. NEW BUSINESS

At this time, Commissioners skipped to C. Town of Green ARPA Request (see below).

A. Small Business Administration, Disaster Loan Awareness (lending.sba.gov)

Brian Beard and EMA Director Angela Molino shared the details regarding every aspect of Small Business Administration disaster loans (i.e., who qualifies, what qualifies, timelines, recovery centers, the application process).

In addition, EMA Director Angela Molino shared how Androscoggin County EMA partnered with FEMA and the Small Business Administration during the recent storms/floods.

At this time, Commissioners followed with D. EMA Director Angela Molino – Approve 2024 Hazard Mitigation Plan (see below).

B. Facilities Director David Cote – ARPA Request

Facilities Director David Cote requested \$4,500 in ARPA funds for an 18,000 BTU replacement unit for the server room cooling unit.

Commissioner Poirier pointed out that using ARPA money for maintenance repairs will prevent the Budget Committee from having a true cost of what it takes to maintain the building. Furthermore, it would not be fair and honest to the community in explaining what the running costs are.

After some discussion, it was decided to split the bill in three, (charging 1/3 to the State, 1/3 to the County, and 1/3 to the Jail).

Commissioner Mason agreed and noted that this is excellent information that they should share with the Budget Committee. He suggested emailing the Budget Committee to make sure they are aware of increased costs, so they know there are certain monies that are being expended that are above and beyond what they think should be spent.

Facilities Director Cote explained that there are more cooling units that will need to be replaced and offered to create a 3-4 year capital plan showing the phases of changing out the remaining units for the budget committee.

Motion: to deny the request for additional ARPA funds (for the server room cooling unit).
Lewis-Ames 7-0

At this time, Commissioners continued with E. DA's Office – Revisiting Building Issues/Rent (See below).

C. Town of Greene – ARPA Request

Chair Christner noted that the window for ARPA requests closed, but since the Town of Greene is one of the towns in Androscoggin County, they were allowed to present their request.

Greene Broadband Committee member, Carl Bucciantini requested \$100,000 in ARPA funds to help the meet their goal of providing highspeed, affordable broadband access to everyone in the Town of Greene. Bucciantini went on the explain that the Greene Broadband Committee was created in December of 2021 and pointed out the work they had done thus far and listed the potential funding sources to facilitate the completion of the project (i.e., \$33,207 projected from NECEC Broadband Fund, \$100,000 from Androscoggin County, \$151,793 pending approval at the August town meeting).

During discussions, it was suggested that BarryDunn ARPA consultant Zeb Letourneau review the request before it is approved.

Motion: to give the Town of Greene \$100,000 (ARPA funds) based on confirmation from BarryDunn and the town's approval of \$151,793 (for Spectrum highspeed broadband access). Poirier-Kelly (no vote)

Commissioners continued to discuss the topic of approving this ARPA request.

Motion: to call the question.

Lewis-Plourde 4-3

Opposed: Ames, Christner, Mason

Motion: to give the Town of Greene \$100,000 (ARPA funds) based on confirmation from BarryDunn and the town's approval of \$151,793 (for Spectrum highspeed broadband access). Poirier-Kelly 3-4

Opposed: Ames, Kelly, Christner, Mason

As suggested, this ARPA request will be discussed with BarryDunn and revisited at the next meeting.

At this point in time, Commissioners reverted to A. Small Business Administration, Brian Beard – Disaster Loan Awareness (see above).

D. EMA Director Angela Molino – Approve 2024 Hazard Mitigation Plan

Motion: to approve the 2024 Hazard Mitigation Plan for Androscoggin County.

Lewis-Kelly 7-0

At this time Commissioners skipped back to B. Facilities Director David Cote – ARPA Request (see above).

E. DA's Office – Revisiting Building Issues/Rent

DA's Office Manager Mike Perry stated that the property maintenance company emailed him requesting him to check on the rent. While waiting to address the Commissioners for the answer to this question, Perry began listing the following issues:

- November 2023 – One of the electronic locks on the front door broke, so parts were taken from another door and put in the front door.

- February 2024 – That (front door) lock broke on a Friday night and Perry was there till 6:30 p.m. with a locksmith to figure out how the employees would get into the building on Monday morning. While speaking with the locksmith, Perry learned that they had told the property maintenance people that the locks needed to be replaced long ago because they were failing.
- February 26, 2024 – Perry had a conversation with the property maintenance manager who asked him if one of the staff could be responsible for locking and unlocking the door everyday. Perry responded that he didn't feel comfortable with that, but he would do it until they could get it repaired or replaced.
- March 11, 2024 – The locks still weren't fixed and Perry reached out to ask about the locks, but their response was that they are still examining their options.
- Although the request to fix the ladies bathroom fan was made on December 8, 2023, the fan is still not working.
- Perry asked visiting maintenance to replace numerous water-stained ceiling tiles with the tiles in the basement, but it has not been done.
- Although there was someone who had started working on the elevator last month, last week the elevator repair man asked to be let in to pick up his things because he would no longer be working on the elevator, but someone else would probably would.
- The lack of a working elevator is causing issues with two injured employees who are having difficulty climbing stairs. Also, there is another staff member out on medical leave and there is the problem of how that employee's return to work will be accommodated without a working elevator.

In response to the question of what response should be given regarding the request for rent payment, Commissioner Mason suggested they refer the property maintenance company to the article in the Sun Journal regarding the building issues that are not addressed.

District Attorney Neil McLean agreed that the problem with (injured) personnel is something that they are dealing with right now and added that they could be in trouble legally at some point for not having the ability for the employees to have access to the elevator.

Commissioners agreed to respond to the property maintenance company by having Office Manager Mike Perry send the article in the Sun Journal regarding the building issues that are not addressed.

At this time, Commissioners delayed F. Issue of County Administrator until the end of the meeting and moved to IX. Discussion Items.

F. Issue of County Administrator – N/A

IX. DISCUSSION ITEMS

Chair Christner brought up the topic of their current schedule of having one Commissioner meeting per month and questioned the possibility of returning to two meetings per month.

Commissioners readily agreed to revise their schedule and return to two meetings per month. (This changes their next scheduled meeting to April 3rd)

At this time, Commissioners skipped over X. Future Agenda Items and proceeded to XI. Executive Sessions (see below).

X. FUTURE AGENDA ITEMS

- * Personnel Policy-April
- * Strategic Planning Workshop - Commissioner Plourde
- * 774 Center Steet (updates when available)
- * Building Committee (updates when available)

XI. EXECUTIVE SESSIONS

A. Executive Session Pursuant to Title 1 MRSA Section 405 (6) Subsection (A) Discussion of personnel issues.

B. Executive Session Pursuant to Title 1 MRSA Section 405 (6) Subsection (C) Discussion or consideration of acquisition of real or personal property.

Motion: to enter into Executive Session Pursuant to Title 1 MRSA Section 405 (6) Subsection (C) Discussion or consideration of acquisition of real or personal property (*and (A) Discussion of personnel issues*).

Kelly-Ames 7-0

Commissioner Andrew Lewis left at 7:00 p.m.

Motion: to enter into public session.

Kelly-Plourde 6-0

XII. ADJOURN

Motion: to adjourn at 8:45 p.m.

Plourde-Ames 6-0

Finance Director, Clarice Proctor
(Interim County Administrator, Sheriff Eric Samson not in attendance)