

~Meeting Minutes~

Androscoggin County Commissioners

April 17, 2024

Regular Meeting 5:15 p.m.

- I. MEETING CALLED TO ORDER** - Chair Sally Christner stated that Commissioners did not have a quorum. Therefore, no motions/votes would be made throughout the meeting.
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**

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

Other: Interim County Administrator Sheriff Eric Samson, Finance Director Clarice Proctor, DA Office Manager Mike Perry, DA Neil McLean, HR Hillary Nadeau, Real Estate Agent Chad Sylvester, Sandy Berube, Androscoggin Valley Soil & Water Conservation District Steve Sinisi, Allied Cook Construction Matt Cook and JP Schwartz, Sun Journal Steve Sherlock, Matthew Roy.
- IV. EXECUTIVE SESSIONS A. Executive Session Pursuant to Title 1 MRSA Section 405 (6) Subsection (A) Discussion of personnel issues.**

(No motion-lacking quorum)
- V. MINUTES**

A. Meeting Dates: April 3, 2024 regular meeting minutes.
(No motion)
- VI. WARRANTS**

To approve all warrants as presented: AP Warrants JV1411 & Payroll Warrant.
(No motion)
- VII. REPORTS**
 - A. MCCA**-No report.
 - B. Central/Western Maine Workforce Board**-No report.
 - C. AVCOG Report**-No report.
 - D. Treasurer's Report**-Finance Director Clarice Proctor presented current financial statements.
(No motion)
 - E. Administrator's Report**- Interim County Administrator/Sheriff Eric Samson updated Commissioners regarding contacting lawyers Amanda Meader and Cameron Ferrante regarding timelines and bond wording in anticipation of placing the bond request (for the Sheriff's building) on the November ballot. Sheriff Samson also stated that the bonding attorneys recommended "construction management" and that is why it is on the agenda.

At this time Commissioners continued to IX. New Business A. Construction Management Presentation – Allied Cook. (see below)

VIII. COMMENTS FROM THE PUBLIC

Androscoggin Valley Soil & Water Conservation District board member Steve Sinisi presented the AVSWCD Quarterly Update. He reviewed the activities carried out this quarter such as: public events, youth education classes, multiple watershed surveys, a watershed survey report and protection plan, and technical assistance. Furthermore, he pointed out that his staff is continuing to improve their services by attending training that focuses on helping municipalities with potential issues.

- For updates, email projectdirector@androscogginswcd.org to be added to the mailing list.

At this time, Commissioners continued to IX. NEW BUSINESS B. DA's Office (see below).

IX. NEW BUSINESS A. Construction Management Presentation – Allied Cook

Matt Cook and JP Swartz explained the scheduled services they provide in relation to the plans for the new Sheriff's building on Center Street. They noted that they would use their expertise to keep things moving smoothly by providing analysis, feedback, and management. For example, as the design team, architects, and engineers put packages together, Allied Cook would take them, go through the plans and specifications, analyze them, and provide feedback for things that they see that might cost more money than an alternative or have an impact on schedule. They clarified that the idea is to do all of this ahead of time, so that by the time project goes to referendum, there is a very high level of confidence on what it will cost and also, when it ultimately goes to bid for contract, it minimizes the risk of surprises in going over budget at that point in time.

At this time, Commissioners returned to VIII. Comments from the public (see above).

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

Office Manager Mike Perry updated Commissioners regarding the building issues. He said that he had sent the email stating that they would not pay rent until the front door and the elevator were fixed, to which he received no response. However, he was notified on April 22nd that the front door locking mechanism was supposed to be changed and on April 23rd the fire alarms will be tested. There is nothing new regarding the elevator, although he was told a few months ago that the parts for the elevator would ship on April 12th.

C. ARPA Projects/Other–None.

X. DISCUSSION ITEMS

- * Sheriff Samson discussed issues with the rental properties.
- * Commissioner Plourde asked for a grand total for income and expense on the property reports.

XI. FUTURE AGENDA ITEMS

- * Strategic Planning Workshop - Commissioner Plourde
- * 774 Center Steet (updates when available)

- * Building Committee (updates when available)
- * Personnel Policy (Completion of updates and approval)
- * Remote Voting Policy

XII. ADJOURN

Commissioners adjourned at 6:07 p.m.

Interim County Administrator, Sheriff Eric Samson