

# ANDROSCOGGIN COUNTY COMMISSIONERS

## AGENDA

### PROBATE COURTROOM

September 23, 2015

5:15 P.M.

- I. MEETING CALLED TO ORDER AT 5:15 P.M.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. ACCEPT AND APPROVE WITH A WAIVER OF READING THE MINUTES OF THE AUGUST 26<sup>TH</sup>, 2015 BUDGET MEETING, THE SEPTEMBER 2<sup>ND</sup>, 2015 REGULAR AND BUDGET MEETINGS, AND THE SEPTEMBER 8<sup>TH</sup>, 2015 BUDGET MEETING.
- V. REVIEW AND APPROVAL OF ALL BILLS, PART-TIME DEPUTIES PAYROLL
  - a. Warrants # 1530, 1530A.
  - b. Corrections Division Warrants # 1609J, 1609A-J.
- VI. REPORTS
  - a. Update from Commissioner Bell on activities at the Maine County Commissioners Association.
  - b. Update from Commissioner Makas on activities at the Central/Western Maine Workforce Investment Board.
  - c. Report from Commissioner Makas on the Safety Committee.
- VII. COMMENTS FROM THE PUBLIC
- VIII. EXECUTIVE SESSION
  - a. Executive session with council regarding personnel issue pursuant to Title 1 M.R.S.A. Section 405(6), Subsection(A).
  - b. Executive session with council pursuant to Title 1 M.R.S.A. Section 405(6), Subsection(C).
- IX. CORRESPONDENCE
  - a. Correspondence from District Attorney Andrew Robinson dated September 16, 2015 requesting the authorization of payment in the amount of \$4,950.00 for lodging during the Maine Prosecutors' Conference from October 18-21, 2015.

- b. Correspondence from District Attorney Andrew Robinson dated September 16, 2015 requesting authorization of payment in the amount of \$3,240.00 for registration fees for the Maine Prosecutors' Conference from October 18-21, 2015.
- c. Correspondence from Sheriff Eric Samson dated September 17, 2015 requesting approval of a job description for the reclassification of an existing dispatch position to Communications Director/Records Management Administrator.
- d. Correspondence from Sheriff Eric Samson dated September 17, 2015 requesting approval of the amendment to the agreement for medical services at the Androscoggin County Jail.
- e. Correspondence from Treasurer Robert Poulin dated September 18, 2015 requesting to hire a temporary employee from Bonney Staffing.

#### X. CORRESPONDENCE WITH PAYROLL CHANGE

- a. Correspondence from Sheriff Eric Samson dated September 16, 2015 regarding Corrections Officer Charles Simmon's retirement, effective Thursday, October 1, 2015.
- b. Correspondence from Sheriff Eric Samson dated September 16, 2015 requesting to hire reserve Corrections Officer Sean Kaherl as a full-time Corrections Officer to replace Charles Simmons at \$17.66 per hour, (includes night shift differential and credit for 3 years' experience) per the county's personnel officer, effective Sunday, September 27, 2015.
- c. Correspondence from Facility Director David Cote dated September 18, 2015 requesting that Facility Technician Chris Seddon be given a step increase to Pay Grade 5 – Step F at \$18.10 per hour, effective September 4, 2015.

#### XI. OLD BUSINESS

- a. Correspondence from Sheriff Eric Samson dated August 12, 2015 requesting to post and advertise for the vacant Assistant Jail Administrator's position to replace Captain Jeffrey Chute.

#### XII. NEW BUSINESS

#### XIII. CONSENT AGENDA

- \* Sheriff Department's request for professional leave for Bethany Gammon to attend the QA Review course and for Maurice Drouin to attend the Effective Report Writing & Testimony course.
- \* Sheriff Department's end of 6 month probation for Gregory Mailhot.
- \* Sheriff Department's August Civil Division Report.
- \* Registry of Deeds August Monthly Cash Report.
- \* Registry of Probate's Monthly Income Report.

#### XIV. UNFINISHED BUSINESS

#### XV. OTHER BUSINESS

#### XVI. ADJOURN

The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to county government are:

- A. Discussion of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;
- G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and
- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.