

## Commissioners Minutes

September 4, 2018

**Present:** Chairman Nancy Rines, Patsy Crockett, Commissioner, Terry York, Assistant County Administrator, Peter Dunn, Finance Director, Sean Goodwin, EMA Director, , Sheriff Ken Mason, Kathy Ayers, Register of Probate, Richard Wurlpel, Jail Captain, Tracie Lesperance, Finance/HR Assistant, Robert Devlin County Administrator, Beverly Bustin-Hatheway, Register of Deeds

**Absent:** James Saucier, Facilities Manager, Maeghan Maloney, District Attorney, Dave Hawke, IT, Richard Davies, Treasurer, George Jabar, Commissioner

	Discussion	Action
<b>Call to order</b>	12:10 pm	
<b>Minutes</b>	Motion and second to table the minutes of August 21, 2018.	2 in favor 0 opposed
<b>County Administrator</b>	<p><b>Robert Devlin County Administrator:</b> The Annual County Convention is at the end of next week and is being held in South Portland.</p> <p>We hope to be finalizing the Spirit of America awards.</p> <p>The legislature was in last week; I don't know what they did. I have to check with Charlie Pray, as he had plans to get some money moved from the Dept. of Corrections. <b>Chairman Nancy Rines:</b> And that is not an issue for us? <b>Robert Devlin County Administrator:</b> No, we received the bulk of the funds, and we will see a little bit more of it; it's not an issue for us if it comes in late.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
<b>Human Resources</b>	<p><b>Terry York, Human Resources Manager:</b> There are several interns that started back in May; four of them have requested to go fulltime. We have one new hire that is a certified corrections officer. I am hoping he will be able to start soon. <b>Chairman Nancy Rines:</b> How many vacancies are left? <b>Terry York, Human Resources Manager:</b> There are probably six or seven now. There was a hire a vet campaign last week; hopefully we will get some prospects from that event.</p>	Update
<b>Treasurer</b>	<p><b>Peter Dunn, Finance Director:</b> The county continues to be in a very strong financial position. The cash position today is</p>	Update

	Discussion	Action
	<p>\$5.5million, and \$1.5million in the investment pool. We are 14% of the way through the fiscal year and have received about 21% of the taxes from the municipalities; about \$2.2million dollars so far.</p> <p>The warrant for your approval today is a little over \$90,000; the significant transactions are \$29,000 for jail food, \$10,000 for jail medical, \$7,200 for the purchase of the dog, which leaves</p> <p>Currently we are at 16% through FY19; to date, we have received \$3.5 million in municipal taxes out of the \$10.6 million, which is roughly 33%.</p> <p>During the last meeting, we told you about the jail funding that was approved; a few days after that meeting, we received \$1.1 million. We had already received the CARA portion of \$120,000, so we are left with about \$400,000 still to come. <b>Robert Devlin County Administrator:</b> And our population is down; this disbursement is based on population. <b>Chairman Nancy Rines:</b> What was the total budget for FY19? <b>Peter Dunn, Finance Director:</b> Close to \$11 million.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
<b>Deeds</b>	<p><b>Beverly Bustin-Hatheway, Register:</b> We are \$1700 away from where we were at last year, more than last year. It's been very busy.</p> <p>We are still waiting for the conference table to be finished.</p>	<p>Update</p> <p>Update</p>
<b>District Attorney</b>		Absent
<b>EMA</b>	<b>Sean Goodwin, EMA Director:</b> Nothing to report this week.	
<b>Facilities</b>		Absent
<b>Information Technology</b>		Absent
<b>Probate</b>	<p><b>Kathy Ayers, Register of Probate:</b> We have new rolling filing cabinets; documents are out of the trifolds and now flat folded so that it won't ruin the documents. We also used some of the surcharge money to scan those in electronically before we put them away. It will take a while to get them all scanned in; we have done a lot of the old ones. <b>Chairman Nancy Rines:</b> We are</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	on track with last year? <b>Kathy Ayers, Register of Probate:</b> Yes, revenues are a little ahead and last year we were \$35,000 over at the end of the year.	Update
<b>Sheriff/Corrections:</b>	<p><b>Sheriff Ken Mason: Law Enforcement:</b> Deputy Boudreau is here with K9 Vixen, feel free to take pictures, but please do not pet her, or give her treats. <b>Deputy Boudreau:</b> We don't deter her from jumping, so when she needs to do a building search with search warrants, she will jump up on cabinets and go through them. She's doing very well so far. She's done very well in basic obedience, and is very motivated. She's just over a year old. The commands I give her are in Dutch, as she is a Dutch Shepherd.</p> <p><b>Chairman Nancy Rines:</b> How much Dutch do you speak?</p> <p><b>Deputy Boudreau:</b> Only what I have learned in the last few weeks while training with Vixen. I've had her just over three weeks; we've been going to Franklin County to start working on the K9 program. I have been utilizing every opportunity I can to train. The important thing right now is she realizes the fun in the bumper is only with me, when I make it fun; it gives her drive, amps up the reward for her and gives her more motivation to listen. When we play, we have fun, but she realizes that it's my toy she gets to play with and has to listen to my commands. We do the same thing with food; we do food based reward training and bite reward training. <b>Patsy Crockett, Commissioner:</b> Will you switch to speaking English commands? <b>Deputy Boudreau:</b> No, you want to keep it consistent; just like with her name. Once she learns it in Dutch, it will stay in Dutch.</p> <p><b>Sheriff Ken Mason:</b> Deputy Stefanizzi is in his third week at the academy</p> <p><b>Sheriff Ken Mason: Corrections:</b> We have 165 inmates; we've had people in over the weekend and they are still here, because there was no court yesterday due to the holiday. We have 73 out at Maine Pretrial.</p> <p>We have another Alternative Sentencing program starting September 28<sup>th</sup> through October 3<sup>rd</sup>, and that will be held at the</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	<b>Discussion</b>	<b>Action</b>
	Friends Camp in China.	
<b>Project Updates</b>	None at this time	
<b>Old Business/ Follow Up Items</b>	None at this time	
<b>Warrants</b>	September 4, 2018	Signed
<b>Change of Status</b>	New hire, termination, step increases	Signed
<b>New Business</b>	None at this time.	
<b>Executive Session</b>	None at this time	
<b>Miscellaneous</b>	None at this time	
<b>Adjournment</b>	Adjourned at 12:47 pm	2 in favor 0 opposed

Terry York, Assistant Administrator