

# Maine Cumberland County

## CUMBERLAND COUNTY COMMISSIONERS MEETING AGENDA

Peter J. Feeney Conference Room  
Cumberland County Courthouse  
142 Federal Street, Portland, Maine

Tuesday, January 9, 2018

5:30 PM

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### APPROVAL OF THE MINUTES

- Regular Meeting Minutes of December 11, 2017

### INFORMATIONAL REPORT/PRESENTATIONS

Swearing in of Deputy Register of Deeds

Introduction of Don Brewer, Director of Human Resources

Presentation: *Greater Portland Tomorrow: Choices for Sustained Prosperity*

### COMMENTS FROM THE PUBLIC

The Board Chair will limit comments to 3 minutes per speaker.

### APPROVAL OF NOMINATIONS FOR 2018

- Liaison to Board of the Cross Insurance Arena
- Chief Local Elected Official (CLEO) Liaison
- Cumberland County Emergency Food and Shelter Program
- Cumberland District Public Health Council
- Cooperative Extension Service
- Local Emergency Planning Committee
- Liaison for the Municipal Oversight Committee (CDBG)
- Metro Regional Coalition
- Liaison to the CCRCC Board of Directors
- Liaison to the Cumberland County Soil and Water Conservation District
- Liaison to the Greater Portland COG Executive Committee

- **Liaison Alternate for the Greater Portland COG Executive Committee**
- **Maine County Commissioners Association (MCCA) & Risk Pool Board Members**
- **Maine County Commissioners Association Board of Directors Member and Proxy**

## **CONSENT AGENDA APPROVALS**

## **NEW BUSINESS**

## **ACTION ITEMS**

The Commissioners will enter Executive Session pursuant to Title 1 MRSA § 405 (6)(D) Discussion with the Corporation Counsel concerning the proposed NCEU Local 110 Collective Bargaining Agreement.

**18-001** Approval of the Collective Bargaining Agreement between NCEU Local 110 and Cumberland County Commissioners dated July 1, 2016 to June 30, 2019.

## **OLD BUSINESS**

There is no Old Business this month.

## **COMMENTS FROM THE COUNTY MANAGER**

## **COMMENTS FROM THE EXECUTIVE STAFF**

## **COMMENTS FROM THE COUNTY COMMISSIONERS**

## **EXECUTIVE SESSION**

Executive Session pursuant to Title 1 MRSA § 405 (6)(E) to discuss joining a potential lawsuit.

The Commissioners may come out of Executive Session to act on the following:

**18-002 Resolution:** Authorizing the County to Join a Lawsuit Against Opiate Drug Companies

## **ADJOURN**

**Next Commissioners' meeting: Monday, February 12, 2018 in the Peter J. Feeny Conference Room, Cumberland County Courthouse, 142 Federal Street, Portland, ME at 5:30 PM.**

*Maine*  
**Cumberland County**

**CUMBERLAND COUNTY COMMISSIONERS' MEETING**

**MINUTES**

**December 11, 2017**

**CALL TO ORDER – 5:33 p.m.**

The Board of Cumberland County Commissioners, Chair Susan E. Witonis, Neil D. Jamieson, Jr., Commissioner Steve Gorden, Commissioner Tom Coward and Jim Cloutier convened this meeting at 5:33 PM in the Peter J. Feeney Conference Room, Cumberland County Courthouse, 142 Federal Street, Portland, ME. Also in attendance were Alex Kimball, Finance Director/Treasurer, County Manager Jim Gailey, Cumberland County Sheriff Kevin Joyce and Travis Kennedy, Director of Public Affairs. Commissioner Cloutier excused himself at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE MINUTES**

Chair Witonis asked for a motion for the approval of the Regular Meeting Minutes of November 13, the Workshop Meeting Minutes of November 13, and the Workshop Meeting Minutes of November 27, 2017. Commissioner Jamieson so moved, Commissioner Cloutier seconded. No discussion was had. All Commissioners voted unanimously in favor, 5-0.

**INFORMATIONAL REPORT/PRESENTATIONS**

There were no Informational Reports/Presentations this month.

**COMMENTS FROM THE PUBLIC**

Sue Hawes, a Cumberland County resident, spoke and turned comments in to the Deputy Clerk.

**CONSENT AGENDA APPROVALS**

- 17 – 078      Approval, Town of Frye Island 2018 Summer Contract – CCSO**  
**17 – 079      Approval, Town of Baldwin Contract - Assessing**

Chair Witonis asked for a motion for the approval of the Consent Agenda Items. Commissioner Gorden so moved, Commissioner Cloutier seconded. No discussion was had. All Commissioners voted unanimously in favor, 5-0.

## **ACTION ITEMS**

### **17 – 080      Approval, FY2018 Budget**

Manager Gailey reminded the Commissioners of the three meetings the Finance Committee had, noting they approved recommending the budget as is be sent to the Commissioners and the Commissioners reviewed the budget at the November 27 workshop one last time. Deputy Manager of Finance and Administration Alex Kimball noted the Cross Insurance Arena Warrant was slightly higher than estimated, but other Cross Insurance Arena costs were lower than estimated, so things were good at the mark noted.

Chair Witonis asked for a motion to set the 2018 budget. Commissioner Cloutier so moved, Commissioner Jamieson seconded. Commissioner Cloutier added that he would like the County Manager and the Sheriff to review the process of the budget numbers with Mrs. Hawes so she has a complete explanation. Commission Jamieson thanked Alex and all of the staff for working hard on putting the budget together. All Commissioners voted unanimously in favor, 5-0.

Chair Witonis asked for a motion to set the Capital Improvement Plan for 2018. Commissioner Cloutier so moved, Commissioner Jamieson seconded. No discussion was had. All Commissioners voted unanimously in favor, 5-0.

Chair Witonis asked for a motion to exceed LD-1 Cap for FY2018. Commissioner Cloutier so moved, Commissioner Jamieson seconded. No discussion was had. All Commissioners voted unanimously in favor, 5-0.

### **17 – 081      Approval, Authorizations for 2018 TAN – Finance**

Deputy Manager of Finance and Administration Alex Kimball reviewed the 2018 Tax Anticipation Note (TAN) for \$15.5 million. The request and rating will open in mid-January. Mr. Kimball noted cash flow looked the same.

Commissioner Cloutier so moved. Commissioner Coward seconded. Commissioner Gorden asked what the rate would be. Mr. Kimball noted around 1% and noted that it would be offset due to investments generating a little more interest. All Commissioners voted unanimously in favor, 5-0.

### **17 – 082      Contribution to Jail Benevolent Fund Christmas Party**

Manager Gailey noted the Commissioners have contributed to the Jail's Benevolent Fund each year to help offset costs. He recommended keeping the contribution the same as last year, at \$300.

Chair Witonis asked for a motion. Commissioner Cloutier so moved, Commissioner Jamieson seconded. No discussion was had. All Commissioners voted unanimously in favor, 5-0.

### **17 – 083      Amend Alarm Policy**

Manager Gailey noted reviewing the False Alarm Policy at the November workshop. He explained the new policy came with more penalty and was more robust. The fee schedule was modified, private and public alarms were added and the appeals process was beefed up. Appeals now require proof to waive the fee and the process now has 30 days, versus 15 days in the prior policy.

Chair Witonis asked for a motion. Commissioner Cloutier so moved, Commissioner Coward seconded. No discussion was had. All Commissioners voted unanimously in favor, 5-0.

**17 – 084 Appointment of Cumberland County Recreational District Board of Trustees**

Manager Gailey reviewed the open application process for the Cross Insurance Arena Board of Trustees, noting in mid-October applications were made available for the open positions. In November, Commissioner's received a slate of names and brought forth for appointment/reappointment Sam Surprise, District 1; Holly Hancock, District 6; and Joseph Gray, At-Large.

Chair Witonis asked for a motion. Commissioner Cloutier so moved, Commissioner Jamieson seconded. No discussion was had. All Commissioners voted unanimously in favor, 5-0. Chair Witonis asked that a letter of appreciation be sent to those not reappointed and all agreed.

**17 – 085 Elect Chairperson and Vice Chairperson for 2018**

Chair Witonis thanked everyone for their help this year. She asked for a nomination for Chair. Commissioner Coward nominated Neil Jamieson for Chair for 2018. Commissioner Cloutier seconded the nomination. No discussion was had. Four Commissioners voted in favor, 4-0; Commissioner Jamieson abstained.

Chair Witonis asked for a nomination for Vice Chair. Commissioner Jamieson nominated Jim Cloutier for Vice Chair for 2018. Commissioner Gorden seconded the nomination. No discussion was had. Four Commissioners voted in favor, 4-0; Commissioner Cloutier abstained.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

There was no new business to discuss.

**COMMENTS FROM THE COUNTY MANAGER**

County Manager Jim Gailey thanked the Commissioners for all the work on the budget and guidance given to him through his first budget.

He welcomed the town of Baldwin to the Assessing Program, noting they were now up to five towns.

He thanked Commissioner Witonis for her leadership during 2017.

He wished everyone a Happy Holidays and Happy New Year.

**COMMENTS FROM THE EXECUTIVE STAFF**

Deputy Director of Finance and Administration Alex Kimball noted that as year-end approached for the General Fund, revenue was just a smidge over and expenses just a smidge under. He said it was tight and would come down to the wire. Commissioners Gorden and Coward congratulated Alex on another good year of controlling the budget.

Director of Public Affairs Travis Kennedy informed Commissioners that the second legislative session was kicking off soon. He noted there would be another Commissioners meeting beforehand and he would be looking for feedback from Commissioners before heading to the Legislature.

Sheriff Kevin Joyce reflected regarding the overtime questions noted at the meeting. He noted that receiving applications for Corrections Officers has been a struggle. He credited his staff however, noting that Chief Deputy Naldo Gagnon provides everyone his personal cell phone number. He also noted that the Jail is competing with places that pay the same without the extensive testing, including psychological tests and polygraphs. He thanked the Cross Insurance Arena for doing some advertising on the scoreboard during the recent college hockey games. He thanked the Executive Department for funding to cover advertising costs at movie theaters locally. People are working really, really hard to get bodies in the Jail. Currently there are 13 vacancies. The Sheriff has reached out to Ron Miller for a NIC Staff Analysis, but looking at \$5,000 to \$20,000 for a partial to full report and he just did not feel now was the right time to do it. The Sheriff noted he had faith in the staff and things were running like clockwork at the Jail.

Commissioner Gorden commented on the Sheriff's report, noting that all Police Departments were struggling currently and he passed his appreciation on to the Sheriff.

## **COMMENTS FROM THE COUNTY COMMISSIONERS**

Commissioner Gorden wished everyone a Happy Holidays and Merry Christmas. He noted people tend to dwell on negative and encouraged all to give in to the idea of hope. He encouraged people to give others space though, and take advantage of the good of the season. He reviewed his recent meeting with the State regarding the CCW, Inc. lawsuit.

Commissioner Jamieson welcomed the town of Baldwin and noted it was an excellent example of how collaborations work. He thanked the staff and management team for all of their hard work and wished all Happy Holidays. He extended his thanks to Chair Witonis for her leadership the past year.

Commissioner Coward expressed best wishes for the season to staff. He thanked Chair Witonis for keeping everyone in order and wished Commissioner Jamieson the best for the upcoming year as Chair.

Commissioner Witonis noted it had been a long and busy year. She thanked Manager Gailey for his leadership and learning. She thanked all for the help with a great budget and thanked the Commissioners for their support the past year. She wished everyone a very Merry Christmas. She noted the next Commissioner's meeting would be a Tuesday.

## **ADJOURN**

Commissioner Gorden moved to adjourn. Commissioner Jamieson seconded. All Commissioners voted unanimously in favor, 4-0. Meeting adjourned at 6:17 p.m.

## **2018 Nominations for Commissioners**

- **Commissioner Coward for the Local Emergency Planning Committee**
- **Commissioner Witonis as the Board of Trustee Liaison to the Cross Insurance Arena**
- **Commissioner Witonis as Liaison for the CCRCC Board of Directors**
- **Commissioner Gorden to serve on Greater Portland COG Executive Committee**
- **Commissioner Gorden as Liaison for the Chief Local Elected Officials (CLEO)**
- **Commissioner Jamieson Cumberland County Emergency Food and Shelter Program**
- **Commissioner Cloutier for the Cumberland District Public Health Council**
- **Commissioner Cloutier as Liaison for the Cooperative Extension Services Board of Trustees**
- **Commissioner Jamieson Liaison for the Cumberland County Soil and Water Conservation District**
- **Commissioner Jamieson Liaison for the Municipal Oversight Committee Community Development Block Grant Program (CDBG)**
- **County Manager Gailey to serve on the Council of Government Metro Regional Coalition**
- **County Manager Gailey to serve on Greater Portland COG Executive Committee as alternate**
- **Commissioner Gorden for the County Commissioners Association (MCCA) Risk Pool for 2018**
- **Deputy Manager of Finance and Administration Alex Kimball and County Manager Jim Gailey as proxy for the County Commissioners Association (MCCA) Risk Pool for 2018**
- **Commissioner Coward MCCA Board for 2018**
- **Commissioner Gorden as proxy to MCCA Board for 2018**