



**CUMBERLAND COUNTY COMMISSIONERS
MEETING MINUTES
Monday, January 10, 2022**

The County Commissioners will hold their meeting on Zoom. The public may watch the YouTube video stream live on cumberlandcounty.org/live Submit public comments to kennedy@cumberlandcounty.org prior or during the meeting.

CALL TO ORDER 5:30 p.m.

The Board of Commissioners for Cumberland County, Maine, held their regularly scheduled meeting via Zoom and streamed live on YouTube. The meeting was called to Order by Chair Susan Witonis.

ATTENDANCE:

Cumberland County Commissioners:

Commissioner Susan Witonis, Chair
Commissioner James Cloutier
Commissioner Thomas Coward
Commissioner Stephen Gorden
Commissioner Neil Jamieson

County Staff & Partners:

Jim Gailey, County Manager
Alex Kimball, Deputy Manager of Finance and Administration
Travis Kennedy, Director of Public Affairs & Outreach
Katharine Cahoon, Administrative & Special Projects Coordinator
Sandra Warren, Compliance and Audit Manager
Liz Blackwell-Moore, Public Health Director
Kevin Joyce, Sheriff
Don Goulet, Captain
Alyssa Tibbets, Corporation Counsel, Jensen Baird
Richard Ranaghan, Northeast Municipal Advisors LLC

APPROVAL OF THE MINUTES

Chair Witonis requested a motion to approve the Regular Meeting Minutes of December 13,

2021. Commissioner Jamieson so moved, and Commissioner Cloutier seconded.
A Roll call vote was taken and the motion passed unanimously in favor, 5-0.

Yes: Commissioners, Coward, Cloutier, Gorden, Jamieson and Witonis

INFORMATIONAL REPORT/PRESENTATIONS

There were no informational reports or presentations.

EXECUTIVE SESSION

County Manager Jim Gailey requested that the Executive Session for **Agenda Item 22-002 Pursuant to 1 M.R.S.A §405 (6)(D) for the opportunity to discuss negotiations between the County and CCCA**, be postponed until the next meeting on January 24, 2022. There were no objections to the postponement.

22-001 The County Commissioners will enter into Executive Session in accordance with 1 M.R.S.A §405 (6)(A) for the opportunity to conduct interviews for Cross Insurance Arena Trustees.

Commissioner Gorden so moved and Commissioner Coward seconded the motion to enter into Executive Session in accordance with MRSA §405(6)(A) to conduct interviews for Cross Insurance Arena Trustees.

A Roll call vote was taken and the motion passed unanimously in favor, 5-0.

Yes: Commissioners, Cloutier, Coward, Jamieson, Gorden, Witonis.

The Commissioners went into Executive Session at 5:35 pm.

At 6:17pm, Chair Witonis requested a motion to come out of Executive Session. Commissioner Cloutier so moved and Commissioner Coward seconded.

A Roll call vote was taken and the motion passed unanimously in favor, 5-0.

Yes: Commissioners, Coward, Cloutier, Jamieson, Gorden and Witonis.

COMMENTS FROM THE PUBLIC

There were no comments received from the public.

CONSENT AGENDA APPROVALS

County Manager Gailey requested that **Agenda Item 22-005 Approve the new "COVID-19 Vaccination, Testing, and Face Covering Policy."**, be postponed until the next meeting on January 24, 2022 given that the policy was effected by new guidance that was

recently issued. There were no objections to the postponement.

22-003 Sheriff's Office Commissions for January – February 2022

22-004 Authorize the Regional Assessing contract with the Town of Baldwin for County Assessing Services from January 1, 2021 to January 31, 2023.

22-006 Authorize the transfer of \$9,000 from the 2021 Contingency Account to the Regional Aid Reserve Fund

Commissioner Gorden so moved, and Commissioner Jamieson seconded the motion to approve the consent agenda items.

A Roll call vote was taken and the motion passed unanimously in favor, 5-0.

Yes: Commissioners, Coward, Cloutier, Gorden, Jamieson and Witonis

ARPA BUSINESS

There was no ARPA business.

NEW BUSINESS

22-007 Authorizing the sale of the 2022 Tax Anticipating Note

Alex Kimball, Deputy Manager of Finance and Administration introduced Richard Ranaghan Cumberland County's bond advisor and Alyssa Tibbets, Corporation Counsel to answer any questions from the Commissioners regarding the Tax Anticipation Note (TAN). This year was a decrease compared to previous years as cash flow to the County had improved and needed to borrow less. Richard Ranaghan said rates are very low, and anticipates when the bond goes to market rates will be around .25% to .35%. Commissioner Coward asked if changing from a calendar year budget to a fiscal year budget would eliminate the need for the TAN, Richard Ranaghan confirmed that it would reduce the need for a TAN because the revenue from the Municipalities would support the operations. Deputy Manager of Finance and Administration Kimball added that the TAN would gradually decrease over the next 5 years before it would be eliminated.

Commissioner Jamieson so moved, and Commissioner Coward seconded the motion to authorize the sale of the 2022 Tax Anticipation Note.

A Roll call vote was taken and the motion passed unanimously in favor, 5-0.

Yes: Commissioners, Coward, Cloutier, Gorden, Jamieson and Witonis

22-008 Amending Order 19-039 Amending the Bid Award to Autotronics, LLC.

County Sheriff Kevin Joyce presented a request to amend the bid amount for Order 19-039 to retrofit a 2005 Command Vehicle purchased from the Federal Government LESO program. After discussion regarding the associated expenses to retrofit the vehicle, the Commissioners proposed to postpone the decision to approve the requested amendment and learn more about the previous amendments and understand what funds were used to pay for the associated costs.

Item 22-008 will be discussed at the January 24, 2022 meeting.

22-009 Approval of the Committee Assignments for 2022

Commissioner Jamieson so moved, and Commissioner Cloutier seconded the motion to approve the Committee Assignments for 2022.

A Roll call vote was taken and the motion passed unanimously in favor, 5-0.

Yes: Commissioners, Coward, Cloutier, Gorden, Jamieson and Witonis

COMMENTS FROM THE COUNTY MANAGER

County Manager Gailey shared that there has been an increase in positive COVID cases, around 30 families reported having COVID. He is working with Department heads to construct a telework policy. Interviews for the Cross Insurance Arena General Manager will take place at the end of the week.

COMMENTS FROM THE EXECUTIVE STAFF

Travis Kennedy Director of Public Affairs & Outreach shared that the solar project had commenced and the County generated \$12,000 solar credits.

Deputy Manager of Finance and Administration Kimball shared that employees should expect their COLA this week and will receive their W-2s next week.

COMMENTS FROM THE COUNTY COMMISSIONERS

Commissioner Jamieson thanked Commissioner Gorden for his hard work as the 2021 Chair.

Commissioner Coward echoed the same sentiment and thanked County staff for their hard work and strong administrative organization. He stated that he feels Cumberland County is the best run County in the State of Maine.

Commissioner Gorden thanked everyone for the kind words and thanked his fellow peers

and leadership for their hard work.

Commissioner Cloutier congratulated Commissioner Gorden for his as the Chair for 2021 and congratulated Chair Witonis on her new role. He thanked Deputy Manager of Finance and Administration Kimball for his guidance and the financial decisions for the County. Commissioner Cloutier emphasized the dangers of COVID and the importance of getting vaccinated.

ADJOURNMENT 7:42pm

Commissioner Jamieson so moved, and Commissioner Cloutier seconded the motion to adjourn.

NEXT MEETING January 24, 2022

WORKSHOP (Immediately after adjournment):

1. Update on County ARPA projects
2. Introduction to emergency sheltering in regional motels