

# M.C.C.A.

William Blodgett, President  
Lincoln County

Peter Baldacci, Vice President  
Penobscot County

Thomas Coward, Secretary-Treasurer  
Cumberland County



Maine County Commissioners Association  
4 Gabriel Drive, Suite 2  
Augusta, ME 04330  
207-623-4697  
[www.mainecounties.org](http://www.mainecounties.org)

Rosemary Kulow  
Executive Director

Lauren Haven  
Administrative Assistant

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### MCCA Board of Directors' Meeting Minutes 10:00 a.m., November 12, 2014

#### I. Call to Order, Pledge of Allegiance, Introductions & Attendance

President William Blodgett called the meeting to order at 10:10 a.m., and the attendees said the Pledge of Allegiance.

DIRECTORS PRESENT: *Androscoggin* – Comm. Beth Bell; *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Tom Coward; *Franklin* – Comm. Gary McGrane; *Kennebec* – Comm. George Jabar; *Knox* – Comm. Roger Moody; *Lincoln* – Comm. William Blodgett; *Oxford* – County Admin. Scott Cole proxy for Comm. Steven Merrill; *Penobscot* – Comm. Peter Baldacci; *Piscataquis* – Comm. James Annis; *Sagadahoc* – Admin. Pam Hile proxy for Comm. Charles Crosby; *Somerset* – County Admin. Dawn DiBlasi proxy for Comm. Robin Frost; *Waldo* – Comm. Amy Fowler; *York* – Comm. Michael Cote, proxy for Comm. Sallie Chandler; *MACCAM* - Bill Collins; *MACT* – David Parkman; *MARP* – Kathleen Ayers; *MCAA* - Mark Westrum (by phone); *MECCA* – Owen Smith; *MRODA* – Susan Bulay; *MSA* – Sheriff Todd Brackett

OTHERS PRESENT: *Cumberland* – County Manager Peter Crichton and Assistant County Manager Bill Whitten; *Kennebec* – Admin. Bob Devlin; *Knox* – County Admin. Andrew Hart; and BOC Executive Director Ryan Thornell.

STAFF PRESENT: Executive Director Rosemary Kulow, Risk Pool Manager Malcolm Ulmer, and Administrative Assistant Lauren Haven.

#### II. Approval of/Additions to the Agenda

*Comm. Fournier moved and Comm. Moody seconded accepting the agenda as written. It was approved unanimously with no additions.*

### III. Approval of October 10, 2014 Meeting Minutes

Comm. McGrane made a **motion** to approve the minutes of the October meeting. Comm. Cote seconded the **motion** and the **motion** was approved.

### IV. Old Business

#### A. Strategic Plan

The group discussed the pros and cons of completing the Strategic Plan before the annual full membership meeting at the beginning of 2015. Comm. McGrane encouraged the group to continue moving the plan forward, as it will give the organization direction even if all the goals aren't expected to be accomplished in the given timeframe. Comm. Baldacci **moved** to table the plan until the December Board of Directors' meeting at which time the agenda could be cleared to allocate adequate time to discuss the entire plan in depth. This will give members more time on their own to review. Comm. Fowler seconded the **motion** stating that the adoption of the plan should not be rushed and the group could decide at the December meeting whether or not they were comfortable presenting the plan at the annual meeting. The **motion** passed unanimously.

#### B. Review of Policies

1. **Financial Management & Investment Policy**
2. **Purchasing Policy**
3. **Personnel Policy**

The group reviewed suggestions about the Personnel Policy submitted by Comm. Fournier which were provided in the agenda packet. Some of the other comments included the possibility of lessening the distance from the building in the smoking policy. David Parkman thought the guideline was too restrictive. Also, the hiring process was discussed. Comm. Coward believed the Executive Director should be trusted to hire the best candidate, while others thought the decision should be made by a committee. Executive Director Rosemary Kulow stated that she always creates an interview committee to assist with the process. Comm. Moody **moved** that the Personnel Policy be approved contingent upon incorporating the changes suggested by Comm. Fournier and revising the language regarding the hiring authority to include a committee. Comm. Baldacci seconded the **motion** and it was **passed** with one opposing vote.

Comm. Fournier then **moved** to adopt the Financial Management & Investment Policy and the Purchasing Policy with the same proviso that Comm. Fournier's revisions be incorporated. The **motion** was seconded by Comm. Baldacci, and the policies were adopted unanimously.

### V. New Business

#### A. Annual Convention Refund Policy

After reviewing the handout concerning possible convention refund policy language, Comm. Baldacci suggested in the future, the registration form should reflect the refund guidelines and specify a date in order to avoid confusion. Administrator Scott Cole made a **motion** to deny all refunds requested this year and then adopt a policy to be followed at the next convention. Comm. Moody seconded this **motion** and it passed with one vote in opposition.

The group then discussed the language of the proposed refund policy going forward, agreeing that meals should be refunded within a specified time limit determined each year depending on the

facility requirements. It was also agreed that registration fees would be non-refundable regardless of how far in advance MCCA was notified. Additionally, Sheriff Brackett proposed the language be amended to allow the transfer of registration from one person to another within the same county provided there is reasonable time given to make the necessary adjustments. *President Bill Blodgett made the **motion** to adopt this policy with these guidelines as discussed. The motion was **seconded** by Comm. Fournier and the policy was adopted with a unanimous vote.*

## **B. Ideas for New Legislation**

Each one of the following ideas were discussed. All agreed that these ideas are at the concept level at this point and the purpose of the conversation is only to determine whether or not there is interest from the Board to pursue any of these ideas, at this time or later.

Support, Depending on Specifics Yes/No	<u>Below are some ideas for possible legislation in the next legislative session:</u>
No, recent increases	1. Increased fees for Probate documents.
Yes, general agreement depending on specifics	2. Ability for judges to waive fines, to instead, impose alternative penalties or sentences (being considered by the Maine chapter of the ACLU)
Wait to see specifics	3. Various levels of fines to reflect severity level of crime/infraction (being considered by the Maine chapter of the ACLU)
Yes, general support; look into more	4. Increasing borrowing limits for counties; eliminates having to go to referendum to borrow relatively small amounts of money for capital improvements
No. Each county has its own authority. MCCA would support county's efforts/platform.	5. Changing final approval authority of budgets from budget committees to county commissioners, where budget committees have authority currently
No	6. Changing certain county elected positions to appointed positions
No, court	7. Does it take an act of the Legislature to force the Governor to fulfill the board appointment obligations?
No. Support MMA's position and/or use of funds for county-run regional services.	8. Retaining State Revenue Sharing to municipalities

The group then explored Cumberland County's list supplied by Assistant County Manager Bill Whitten, which Mr. Whitten says will not be moved forward this session. Other thoughts included repealing LD1, which MCCA would support. Also, the subject of discontinued and abandoned roads may be coming back. Registrar of Probate Kathy Ayers stated there will be plenty of probate legislation coming forth, and she will share information about that as soon as possible.

Comm. Cote expressed that he would like to see legislation requiring candidates for the office of Sheriff to have more supervisory experience. Sheriff Brackett responded that caution should be exercised in that regard. The wording would need to be clear but moderate.

C. **Letter Regarding the Proposed Rule on Definition of “Waters of the United States Under the Clean Water Act”**

The group reviewed the handouts and the Executive Director inquired as to the position of the Board on this matter. *Administrator Scott Cole made a **motion** in favor of sending the letter in question on behalf of MCCA. The **motion** was seconded by Comm. Baldacci and passed unanimously.* Ms. Kulow explained she requested information from counties to fill in the highlighted sections.

## VI. Reports

A. **Executive Director’s Report – Rosemary Kulow**

B. **Financial Reports – Rosemary Kulow**

In the interest of time, Ms. Kulow referred to her written reports briefly, noting the change in MainePERS surplus funds being returned to the organization for future management. She also pointed out the increase of the MCCA office space rental cost in 2015. The lease ends as of March 31<sup>st</sup>. Comm. Baldacci thought the Executive Director should be encouraged to negotiate for the lowest possible price. Comm. Fournier agreed and stated that the Finance Committee should also review the lease. *Comm. Fournier **moved** to accept the financial reports as presented and place them on file, seconded by Administrator Pam Hile and the **motion** was approved unanimously.*

C. **Legislative Report – Rosemary Kulow, et al**

President Bill Blodgett noted that the group already discussed this topic at length.

D. **Association Reports**

*MACT:* David Parkman had nothing new to report.

*MACCAM:* Bill Collins reported that Administrator Scott Cole was elected as the new President at the last MACCAM meeting on October 30th.

*MARP:* Kathy Ayers reported that a couple of people have been lost due to the electronic filing being put in place. Also, there is new legislation involving DHHS adoptions being moved to District Court.

*MCAA:* Mark Westrum called in and asked the BOC Executive Director to give an update. Mr. Thornell stated the BOC will be meeting on Tuesday (November 25) at the Cross Building in Room 220 to discuss the quorum issue and others. He is also meeting with representatives from the Governor’s office and the Department of Corrections tomorrow (November 13).

*MECCA:* Owen Smith reported emergency communications are moving to 50 hours training per year with \$25 for registration that includes lunch.

*MRODA:* Recently elected President, Susan Bulay, reported that their convention speaker talked about electric recordings or filings. There will be a meeting tomorrow (November 13) with the Maine Revenue Services to discuss two main

issues. One, they should remain consistent with what they tell registrars and attorneys who call them; and two, they should communicate with the registrars when they make policy changes. These are ongoing issues that are dealt with regularly and are expected to continue.

MSA: Sheriff Todd Brackett reported there would be a meeting next week. The association is working on their Annual Sheriff's Association Meeting being held at the Portland Inn by the Bay. The MSA plans to provide an orientation for new sheriffs.

**E. Corrections Report**

Comm. Baldacci stated the Joint Corrections Task Force would be scheduling a meeting now that elections have taken place.

**F. Annual Convention Report - York County**

Executive Director Rosemary Kulow explained the Convention Planning Committee will be meeting on November 21<sup>st</sup> at 10:00 am for the purpose of learning what worked and what didn't work at the last convention as well as starting to plan for the 2015 convention that will be hosted by Hancock County.

**G. NACo Report - Peter Baldacci**

Comm. Baldacci reported that Aroostook is now a member of NACo. There are benefits to all counties for 100% participation, and MCCA also receives a financial benefit from 100% membership. Registration at the annual NACo conference is free for new members.

**B. Other Business**

The Executive Director announced that the Budget and Finance Committee would be meeting after lunch in the MCCA offices.

**C. Adjournment**

*Comm. Blodgett made a **motion** to adjourn at 12:10 p.m.; Comm. Moody seconded the **motion** which was unanimously approved. The group adjourned to lunch.*

Respectfully submitted,

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MCCA Administrative Assistant, Lauren Haven

Attested:

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MCCA Secretary-Treasurer, Thomas S. Coward