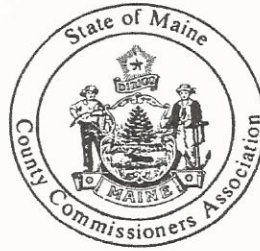


# M.C.C.A.

Steven Joy, President  
Hancock County

Gary McGrane, Vice President  
Franklin County

Roger Moody, Secretary-Treasurer  
Knox County



Rosemary Kulow  
Executive Director

Alice Schlosser  
Administrative Assistant

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## Board of Directors' Meeting Minutes 10:00 a.m., July 10, 2013

### I. Call to Order, Introductions and Attendance

President Steve Joy called the meeting to order at 10:00 a.m.

**DIRECTORS:** [Proxy] Beth Bell of Androscoggin; Norman Fournier of Aroostook; Tom Coward of Cumberland; Gary McGrane of Franklin; Steven Joy of Hancock; George Jabar II of Kennebec; Roger Moody of Knox; William Blodgett of Lincoln; [Proxy] Scott Cole of Oxford; [Proxy] Bill Collins of Penobscot; Charles Crosby of Sagadahoc; [Proxy] Dawn DiBlais of Somerset; Amy Fowler of Waldo; [Proxy] Betsy Fitzgerald of Washington; Sallie Chandler of York; Pam Lovley of Maine Registry of Deeds Association; John O'Connell of Maine Association of County Clerks, Administrators & Managers; Kathleen Ayers of Maine Association of Registers of Probate; [Proxy] Mary-Anne LaMarre of Maine Sheriffs Association; David Parkman of Maine Treasurers Association; Owen Smith of Maine Emergency County Communications Association; and Mark Westrum of Maine Correctional Administrators Association

**COUNTY MANAGERS/ADMINISTRATORS:** Peter Crichton of Cumberland; Andrew Hart of Knox; Pam Hile of Sagadahoc

**OTHER:** Commissioner Robin Frost of Somerset; Bill Whitten, Lobbyist of Cumberland County

**STAFF:** Rosemary Kulow, Executive Director; Alice Schlosser, Administrative Assistant; and Malcolm Ulmer, Risk Pool Claims Manager

### II. Pledge of Allegiance

President Steve Joy led the Pledge of Allegiance.

### III. Approval of the Agenda/Additions

The following additions were made to the agenda:

1. President Joy asked the Board to add an agenda item under New Business "VI. A.1. Nominating Committee"

2. President Joy asked the Board to remove the agenda item "VI.C" under New Business.

**MOTION:** (Chandler/Fowler) to adopt the addition of agenda item VI. A. 1. Nominating Committee and to remove agenda item VI. C. under New Business. **VOTE:** Unanimously in favor.

#### **IV. Approval of June 12, 2013 Meeting Minutes**

The following amendments were made to the June 12 Meeting Minutes:

1. On page 1 under County Managers/Administrators add attendee "Dawn DiBlais of Somerset."
2. On page 1 under County Managers/Administrators amend John O'Connell of Penobscot to John O'Connell of "Lincoln."
3. On page 6 under Association Reports, number 1, the MCCAM report, amend the \$100,000 shortfall to a "\$400,000" shortfall.

**MOTION:** (Fournier/Moody) to accept the amended June 12 Meeting Minutes. **VOTE:** Unanimously in favor.

#### **V. Old Business**

##### **A. Review Proposed Revisions to Bylaws**

Commissioner Fournier gave an overview of the By-Law changes and said the committee researched By-Laws in other states and incorporated some of the language into the MCCA By-Laws. Commissioner Fournier said the membership voted not to take away the Associate Member voting rights at the April meeting.

There was discussion about the Association tax status on page four, Section 2. Ms. Kulow said she is checking into the tax status to clearly identify what we need to do. Ms. Kulow will report back to the Board with her findings.

There was discussion about adding new language under Standing Committees on page five under C. Convention Planning Committee to read "additional members as needed," and omit the language "three other MCCA representatives".

There was discussion about clarifying the names of the two nominating committees so each committee has a distinct name to alleviate confusion. Commissioner Fournier reported that an ad hoc committee was added on page five under Section 6.

Commissioner Fournier said under Membership Meetings on page seven, the committee clarified the quorum requirement.

President Joy said the Board of Directors will continue to review the By-laws starting from page seven at the next Board of Director's meeting.

##### **B. Discussion of Regionalization of Public Services**



Mr. Crichton reported as chair of the Regional Services Committee that the committee met by conference call last week and discussed how to proceed with the level of services counties could provide to municipalities. Mr. Crichton said the committee members appointed include; Steve Joy, Tom Coward, George Jabar, Andrew Hart, Todd Brackett and Peter Baldacci. Mr. Crichton said a strategic planning study needs to be done to determine what services counties could provide at a savings. Peter talked about Cumberland County's collaborative project to assess property tax and that a number of towns are working together with Cumberland County to create a proposal.

President Joy said the timing is perfect because of the loss of revenue sharing and counties can take the lead to provide support to the municipalities. President Joy asked the committee to continue their work and report back to the Board in one month.

#### **C. Discussion of MCCA Strategic Planning & Goal-Setting with Executive Director**

President Joy said to reschedule the MCCA Strategic Planning and Goal-Setting discussion for a future board meeting.

#### **D. Consideration of Host County for 2014 Annual Conference**

There was discussion about the site of the 2014 Convention of Maine Counties. Androscoggin County and Kennebec County had some interest, but neither county made a commitment. President Joy said he is requesting that a county step up and volunteer to host in 2014 at the next Board of Directors' meeting.

### **VI. New Business**

#### **A. Confirmation of Lynne Schlosser's Continued Employment and Increase in Annual Salary to \$34,000**

President Joy reported that a six month review was conducted and Lynne had a good performance evaluation. Lynne will expand her duties, and take on more responsibility.

**MOTION:** (Jabar/Fowler) to approve Lynne Schlosser's continued employment and increase in annual salary to \$34,000. **VOTE:** Unanimously in favor.

##### **A. 1. Nominating Committee**

There was discussion about what members were appointed to the Nominating Committee. President Joy said he would like to ask for volunteers to serve on the Nominating Committee today. Commissioner Fowler, Commissioner Blodgett, Commissioner Jabar, Commissioner Chandler and Commissioner Crosby volunteered to serve on the committee. Commissioner Blodgett was appointed Chairman of the committee.

#### **B. Appointment of County Commissioner Nominees for the *Blue Ribbon Commission to Study the State Board of Corrections and the Unified County Corrections System***

There was discussion about how to proceed with the potential nominees interested in serving on the Commission. President Joy said that interested nominees should send a letter of intent and resume to the MCCA office by Monday, July 15, and the committee

will meet by conference call to recommend nominees to the Legislature. Ms. Kulow will assist the committee with organizing the conference call.

**C. Appointment of Administrator/Manager Nominees for the *Blue Ribbon Commission to Study the State Board of Corrections and the Unified County Corrections System***

This agenda item was removed.

**D. Appointment of Executive Director as Section 125 Flexible Benefits Plan Administrator**

**MOTION:** (Jabar/Fitzgerald) to appoint the Executive Director as Section 125 Flexible Benefits Plan Administrator. **VOTE:** Unanimously in favor.

**VII. Reports**

**A. Executive Director's Report (Rosemary Kulow)**

Ms. Kulow said the Executive Director's Report was included in the agenda packet and asked for comments or questions. None were offered.

**B. Legislative Platform Report (Bill Whitten)**

Mr. Whitten reported that the original name of the Corrections Commission has changed from the Blue Ribbon Commission to the Commission. Mr. Whitten said the Commission's task is very important and that MCCA is required to appoint five nominees to serve on the Commission. The Commission will submit a report that includes its findings and recommendations to the Legislature by December 1. Mr. Whitten said the Commission is authorized to hold up to six meetings before submitting recommendations to the Legislature.

There was discussion about who will staff the Commission. Mr. Whitten said the Commission will not receive staffing from the Legislature but could receive staffing from the Maine County Commissioners Association, but it's too early to know at this time. Mr. Whitten reported that many bills were carried over to next year. He completed the bill summary sheet which is included in the agenda packet. Ms. DiBlasi asked Bill to revise the summary sheet to include the status of each bill. Mr. Whitten will send out an updated bill summary sheet to include the bill status.

**C. Treasurer's Report (Roger Moody)**

Mr. Moody reported that Ms. Kulow prepared the Treasurer's Report. With 50% of the year complete the revenue collected to date is 67.5%. The meeting expense for food has increased slightly due to serving more nutritious meals at the monthly meetings. MCCA is in sound financial condition.

**MOTION:** (Chandler/Fowler) to adopt the Financial Report. **VOTE:** Unanimously in favor.



## **D. Association Reports**

### **1. Pam Lovley of the Maine Registry of Deeds Association**

Ms. Lovley reported that she was very pleased with the passing of LD 559, An Act to Change Document Filing Fees for County Registries of Deeds. Ms. Lovley said it is great for the counties to be able provide these services. The bill will become Public Law 370 ninety days after it is signed by the Governor. Ms. Lovley said she would like to acknowledge Alyson Mayo, Fiscal Analyst at the Legislature, Representative Russell Black of Franklin County, and Registers Linda Smith of Piscataquis County and Susan Bulay of Penobscot County who helped to clarify the language and each section of the bill for the State and Local Government Committee so they could implement the law in the Registries. Mr. Crichton suggested that MCCA send a thank-you note to all the Legislators that voted to support LD 559. Bill Whitten will send an email to Alice with all Legislators' names that voted to support the bill.

### **2. Mary-Anne LaMarre of the Maine Sheriffs Association**

Ms. LaMarre reported she brought the latest Maine Sheriffs magazine to share with MCCA.

### **3. John O'Connell of the Maine Association of County Managers, Administrators and Clerks**

Mr. O'Connell reported MACCAM's next meeting is scheduled for Thursday, July 25 in Augusta at the Maine Farm Bureau Board Room at 10:00 a.m.

### **4. Owen Smith of Maine Emergency County Communications Association**

Mr. Smith reported there is active shooter training scheduled in October that is sponsored by Risk Pool. The first training will be held in Bangor at the Bangor Police Department, and the second training will be held in Augusta at the Central Maine Regional Communications Center (CMRCC). Mr. Smith said the response was very successful with 70 county dispatchers registered to date.

### **5. Mark Westrum of the Maine Correctional Administrators Association**

Mr. Westrum reported that the Board of Corrections (BOC) had a public hearing in Franklin County in June where the residents had an opportunity to express their opinions to the state Board about the county jail's pending status upgrade. The next BOC meeting is scheduled for July 16, and Mr. Westrum asked the MCCA Board if their counties would prefer to have their 1st and 2nd quarter payments dispersed now, rather than later, to help counties offset the costs of operating the jails. Although Mr. Whitten cautioned that the BOC should not make changes in how it does business before the Corrections Commission completes its work. The group indicated it would prefer receiving payments up front and right away.

**E. Convention Report (Mary Frank)**

Mary Frank submitted a written convention report that is included in the agenda packet.

**MOTION:** (Ayer/Fowler) to accept the convention report. **VOTE:** Unanimously in favor.

**F. NACo Report (Peter Baldacci)**

No report offered, as Commissioner Baldacci was absent.

**G. Web Site Committee (Betsy Fitzgerald)**

Ms. Fitzgerald asked the Board to add the Web Site Committee report as an agenda item for the next board meeting.

**MOTION:** (Fowler/Chandler) to accept Ms. Fitzgerald's request to add the Web Site Committee report as an agenda item for the next board meeting. **VOTE:** Unanimously in favor.

**VIII. Other Business**

No action taken.

**IX. Adjournment**

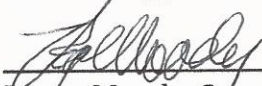
The meeting was adjourned at 12:00 p.m.

Respectfully submitted:



Alice Schlosser, Administrative Assistant

Attest as approved:



Roger Moody, Secretary-Treasurer